

Date Filed \_\_\_\_\_  
Amount Paid \_\_\_\_\_  
Check No. \_\_\_\_\_  
Revised 3/4/2024

**VILLAGE OF WESTON  
MARATHON COUNTY, WI  
REQUEST FOR PUBLIC  
RIGHT OF WAY VACATION  
INITIATED BY PETITION**



Fees: Total Fee Submitted \$ \_\_\_\_\_ Application # \_\_\_\_\_

- Application Fee – \$500
- Petition for partial or full vacation of a street or paved alley.
- Map showing the area to be vacated – including a copy of a registered surveyor’s legal description for the public right-of-way requested to be vacated.

The applicant **must** also be as detailed and specific as possible in completing this section. Complete and descriptive information is vital to the timely submission of the petitioner’s request. Incomplete applications will delay the street vacation process. Applicant will be notified of the date and location of all meetings.

1. Petitioner’s Name: \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_  
Email address \_\_\_\_\_
2. Name of Street to be vacated (if applicable): \_\_\_\_\_  
\_\_\_\_\_
3. Legal description of right of way to be vacated (attach copy if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Area (in square feet): \_\_\_\_\_
5. Reason for request: \_\_\_\_\_  
\_\_\_\_\_

I hereby depose and say that all the above statements and all accompanying statements and drawings are correct and true.

\_\_\_\_\_  
Signature of Applicant

**Applicant attendance at meetings are not mandatory, but is strongly recommended.**

**For Village Use Only:**

1. Forwarded to the Village Plan Commission on: \_\_\_\_\_

Recommendation of the Plan Commission: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Resolution \_\_\_\_\_ approved by Village Board on: \_\_\_\_\_

3. Lis Pendens approved by Village Board on \_\_\_\_\_ and recorded at Marathon County Register of

Deeds on \_\_\_\_\_ via document # \_\_\_\_\_

4. Class 3 Hearing Notice Published on: \_\_\_\_\_ , \_\_\_\_\_ and \_\_\_\_\_

5. Certified Hearing Notice Sent to Property Owners: \_\_\_\_\_

6. Public Hearing Held before the Board on : \_\_\_\_\_

Recommendation of the Village Board: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Order for Discontinuance Approved on: \_\_\_\_\_ and recorded at Marathon

County Register of Deeds on: \_\_\_\_\_ via document # \_\_\_\_\_ .