



NEW HANOVER COUNTY PLANNING DEPARTMENT

230 Government Center Drive
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Wilmington, NC 28403
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STREET OR EASEMENT CLOSING APPLICATION

Name of Petition Representative	Date	Staff Use Only Application Number
Street Address		City, State, Zip
Email Address		Telephone Number
Location of Existing Road Name or Easement		Road or Easement Name

SUBMISSION REQUIREMENTS

The petitioner(s) request that the Board of County Commissioners in accordance with N.C.G.S. 153A-241 consider closing the road or easement described herein. The petitioner(s) shall abide by the regulations of the Road Closing Ordinance of New Hanover County and shall assume responsibility for the submission of all supplemental information and fees necessary to administer the application. Petition must be reviewed by the Planning Department for completeness prior to acceptance. The following supplemental information is required **3 weeks prior to the next regular meeting of the Board of County Commissioners:**

- 1 A **\$750.00 fee** payable to New Hanover County must accompany this petition.
- 2 Two copies of diagrams, maps, or plats drawn to scale of the road or easement to the right-of-way.
- 3 Legal description (metes and bounds) of the road or easement right-of-way requested to be closed.
- 4 Names, mailing addresses and signatures of all property owners adjacent to the road or easement right-of-way requesting the closing. (Attach additional pages if necessary)

REVIEW PROCEDURES

The petitioners requesting the closing shall designate one individual who shall be responsible for all administrative cost including the newspaper advertisements for the County Commissioners public hearing, the materials, and postage of road or easement closing signs. Upon the adoption of a Resolution of Intent to close the road, by the Board of County Commissioners, the Planning Department shall:

- 1 Notify all property owners adjacent to the road or easement.
 - 2 Post a public hearing sign in two different locations along the road or easement.
 - 3 Advertise the road closing once a week for 4 consecutive weeks in the local newspaper.
- All interested persons may attend the meeting. **The petitioner(s) is requested to be present at the meeting unless otherwise notified.** The County Commissioners meetings are held at **6:00PM** in the Commissioner's Assembly Room in the Old County Courthouse, at Third and Princess Streets, Wilmington, North Carolina, on the first Monday of each month.

Signature of Petition Representative

Print Name

