



VACATION OF EASEMENT PROCESS

Step 1 – Filing the Application

The applicant must submit an application to the Development Services Department, including the following:

- **Application Form** – completed and signed by the applicant and property owner(s).
- **Fees** - Application filing fee, payable to the City of Lee's Summit - \$150. An application may be withdrawn upon written request, and the fee will be refunded.
- **Drawings** – A plat or other drawing indicating the easement(s) to be vacated. Number of copies as shown on the Submittal Copies Chart, plus one 8 1/2" by 11" reduction and **electronic copy of the drawing and legal description**. Scale – not less than 1" = 100'.
- **Deadline** - Items will be placed on the Planning Commission agenda based upon the deadline schedule and completeness of the application submittal.

Step 2 – City Staff Review

- A Planner will be assigned as the project lead. The Development Review Committee (DRC) is a staff-only committee consisting of 10 to 15 representatives of various city departments and divisions that reviews each item and identifies relevant issues. If there are any comments for the applicant, they will be sent to all parties listed on the application form.
- The City will send letters to the utility companies for their input: KCP&L (electric), Missouri Gas Energy (gas), AT&T (telephone), Time Warner and Comcast (cable), as well as to the City's Public Works and Water Utilities Departments, for their input.

Step 3 – Planning Commission

- Development Services will place the item on the Planning Commission agenda. A copy of the Planning Commission agenda and staff recommendation will be sent to the applicant prior to the meeting.
- The Commission meets on the second and fourth Thursdays of each month in the Council Chambers of City Hall at 220 SE Green Street.
- The applicant is expected to make a brief presentation, describing the request and responding to any concerns raised in the City staff's report.
- The Planning Commission's action is a recommendation to the City Council to either approve, approve with conditions, or deny the application. The Planning Commission may continue an application to allow further study or the submission of more information.

Step 4 – City Council – Ordinance

- The Lee's Summit City Council meets on the first and third Tuesday of each month at the Council Chambers of City Hall at 220 SE Green Street.
- A vacation of easement will be on the Council agenda under Ordinances. Ordinances are generally read and voted on by the Council with little or no discussion. However, the applicant is advised to be present in case there are any questions. The City Council will vote on whether or not to adopt the Ordinance vacating the easement.
- A vacation of easement does not become a legal document until the ordinance is recorded by the Jackson or Cass County Recorder of Deeds. A copy of the recorded document is returned to the Development Services Department.



LEE'S SUMMIT

MISSOURI

VACATION OF EASEMENT APPLICATION

1. PROPERTY LOCATION/ADDRESS: 400 SW WATERFALL CT, LEE'S SUMMIT, MO 64081
2. LEGAL DESCRIPTION (attach if description is metes and bounds description):
WINTERSET PARK 5TH PLAT Lot 111

3. APPLICANT CHAD DUMAS PHONE 816-517-3049
CONTACT PERSON CHAD DUMAS FAX _____
ADDRESS 400 SW WATERFALL CT. CITY/STATE/ZIP LEE'S SUMMIT, MO 64081
E-MAIL chaddumas@gmail.com
4. PROPERTY OWNER CHAD DUMAS PHONE 816-517-3049
CONTACT PERSON CHAD DUMAS FAX _____
ADDRESS 400 SW WATERFALL CT. CITY/STATE/ZIP LEE'S SUMMIT, MO 64081
E-MAIL chaddumas@gmail.com
5. ENGINEER/SURVEYOR LAND SURVEY PHONE 816-966-0839
CONTACT PERSON BERNIE BALDUS FAX _____
ADDRESS 13000 10TH ST. CITY/STATE/ZIP GRANDVIEW, MO 64030
E-MAIL bb@landsurvey-co.com

6. OTHER CONTACTS _____ PHONE _____
CONTACT PERSON _____ FAX _____
ADDRESS _____ CITY/STATE/ZIP _____
E-MAIL _____

All applications require the signature of the owner on the application and on the ownership affidavit. Applications without the proper signatures will be deemed incomplete and will not be processed.

PROPERTY OWNER
CHAD DUMAS

APPLICANT
CHAD DUMAS

Print name: _____

Receipt #: _____ Date Filed: _____ Processed by: _____ Application # _____



LEE'S SUMMIT

MISSOURI

OWNERSHIP AFFIDAVIT

STATE OF MISSOURI)

ss.

COUNTY OF JACKSON)

Comes now CHAD DUMAS (owner)

who being duly sworn upon his/her oath, does state that he/she is the owner of the property legally described as LOT 111, WINTERSET PARK, 5TH PLAT,

A SUBDIVISION IN THE CITY OF LEE'S SUMMIT,
JACKSON COUNTY, MISSOURI

and acknowledges the submission of the application for vacation of easement on said property under the City of Lee's Summit Unified Development Ordinance.

Dated this 22 day of DECEMBER, 2020

Chad Dumas

Signature of Owner

CHAD DUMAS

Printed Name

Subscribed and sworn to before me this 22nd day of December 2020



Daneen A. Thurman

Notary Public

April 11, 2024
My Commission Expires



LEE'S SUMMIT

M I S S O U R I

DATE: ____, 20__

TO:

KCP&L <i>if south of Colbern Road</i>	Doug Davin	Doug.Davin@kcpl.com	fax 347-4327 phone 251-2647
KCP&L <i>if north of Colbern Road</i>	Nathan Michael	Nathan.Michael@kcpl.com	fax 347-4327 phone 347-4310
Spire (formerly MGE)	Katie Darnell	Katie.Darnell@spireenergy.com	fax 969-2223 phone 969-2247
AT&T	Carrie Cilke	cc3527@att.com	fax 275-1865 phone 703-4386
Time Warner Cable By Charter Communications, Inc.	Steve Baxter	Steven.Baxter@charter.com	fax 913-312-0014 phone 913-643-1928
COMCAST	Ryan Alkire	Ryan_Alkire@cable.comcast.com	fax 795-6948 phone 795-2218
Google Fiber	(Backup) Becky Davis	KC-Google-UC@google.com rebeccadavis@google.com	phone 913-725-8745
City of Lee's Summit	Kent Monter	Kent.Monter@cityofs.net	phone 969-1229

RE: **Application #PL20__ - __**

FROM: *<Planner's Name & Email address>*

The applicant has requested the City vacate the easement located ____ (see enclosed drawing). The legal description is as follows:

<Legal Description>

Please check your records to see if you have any utility lines in the subject easement, then sign and return the form below so we can evaluate this request and begin processing the vacation if agreeable to all concerned.

This item is scheduled for the ____, 20__ meeting of the Planning Commission. Please fax your response by ____, 20__. If you have any questions, please call me or the applicant *<applicant's name>* at *<applicant's phone number>*.

____ I have no objection to the requested vacation of the easement requested.

____ I object to the proposed vacation because _____

Development Services

220 SE Green Street | Lee's Summit, MO 64063 | P: 816.969.1200 | F: 816.969.1221 | cityofls.net

LAND SURVEY COMPANY

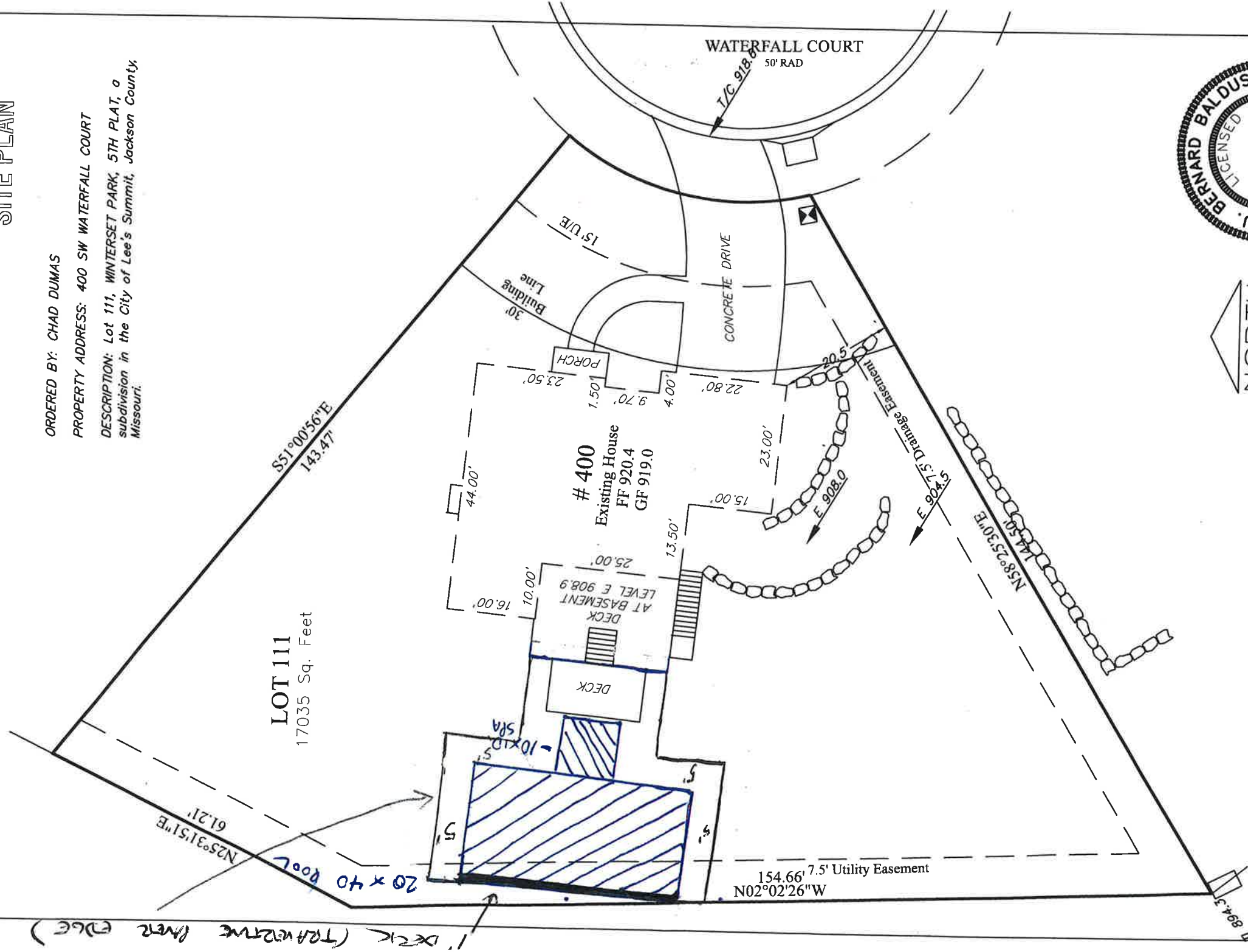
Quality since 1959
P.O. BOX 528, GRANDVIEW, MISSOURI 64030
PHONE: (816) 966-0839, FAX: (816) 763-1761

SITE PLAN

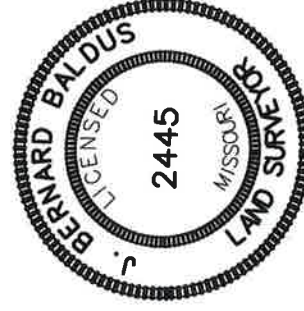
ORDERED BY: CHAD DUMAS

PROPERTY ADDRESS: 400 SW WATERFALL COURT

DESCRIPTION: Lot 111, WINTERSET PARK, 5TH PLAT, a subdivision in the City of Lee's Summit, Jackson County, Missouri.



SCALE: 1" = 20'
DATE: 04/01/2016
JOB NO: 194193
Check: bb, rp, pts,



This drawing is for Site Planning Only and does not
Constitute a boundary Survey per Customer request.

J. BERNARD BALDUS, MPLS # 2445