

Alley Vacation of Block 1 Liberty Heights

Overview

We are requesting a partial vacation of the east/west alley of Block 1 Liberty Heights (1400 E block between 1300 S and Sherman Ave). We are planning to build a new garage and, in talking to the Planning Division, were informed that the back 6 feet of our lot is owned by the city for an alley. We would like to have the garage sit on the current alley property to allow for better egress of vehicles and to keep a tree that provides great shade. The only legal way to have the garage closer to the rear of our lot is to vacate the alley property. Property owners abutting the alley are largely supportive of the vacation as most assumed it was their property and 18 of the 29 abutting properties have structures built on alley land. Vacating the alley would put these owners in better legal standing.

Alley Location and Historical Use

When our block was laid out in the early 1900's, a 12' strip of land running east-west was set aside to be given to the city to use as an alley, see Figures 2 and 3. The east/west alley property runs from 1500 E to another alley which runs north/south at approximately 1420 E between 1300 S and Sherman Ave. Currently an alley only exists at the western end and goes in one lot before terminating in the backyards of 1427 E Sherman Ave and 1430 E 1300 S which both have structures that materially block the alley. The 1950 Sanborn Fire map (Figure 1) reflects today's reality and shows that no other portions of the alley existed at that time. No evidence of other portions of the alley being developed has been found. We propose vacating the alley from its eastern terminus at 1500 E to the western edge of lots 22 and 37 of Block 1 Liberty Height as seen on the Block 11, 5-Acre Plat C map (see Figures 2 thru 4). These lots correspond to the western halves of the properties 1427 E Sherman Ave and 1430 E 1300 S.

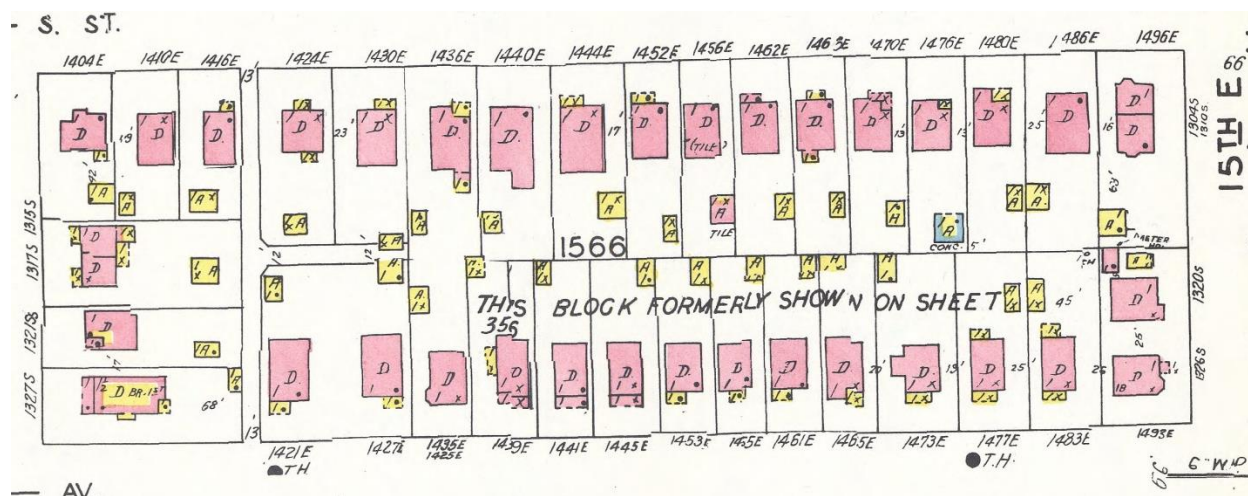


Figure 1: Portion of Sanborn Fire Insurance Map, Salt Lake City, 1950: Sheet 319 showing Block 1 Liberty Heights with all structures and the alley way as of 1950.

Support for Alley Vacation

We have been able to collect signatures from over 75% of the property owners whose properties abut the alley. We have given written information about our proposed alley vacation to all the property owners on the block including those whose properties do not abut the alley as per the recommendations from our pre-submittal meeting. While we have not reached 100% support for the vacation no one has been outright hostile to getting rid of the alley.

Policy-based Justification for Alley Vacation

The vacation meets two of the four considerations in Section 14.52.020: Policy Considerations as outlined below. For reference those policy requirements are included in italicized font.

- A. Lack of Use:** *The City's legal interest in the property appears of record or is reflected on an applicable plat; however, it is evident from an on site inspection that the alley does not physically exist or has been materially blocked in a way that renders it unusable as a public right-of-way;* The City's ownership of the alley is shown on the Block 11, 5-Acre Plat C map but an alley only physically exists between two properties, 1424 E 1300 S and 1421 E Sherman Ave. Based on the 1950 Sanborn Fire Insurance Map, Sheet 319, the current extent of the alley has been the same for at least the last 75 years, see Figure 1. The eastern terminus is blocked a garage and western end is blocked by structures at 1427 E Sherman Ave and 1430 E 1300 S. These structures, or the ones preceding them, have blocked either end of the alley for at least 75 years. Of the 29 properties abutting the proposed partial vacated alley, 18 of them have structures on the alley land with some of them being constructed in the 1920's. Furthermore, fencing separating the properties have been built along the entire length of the alley way. Additionally, Rock Mountain Power has placed 5 utility poles on the alley property further blocking the use of the land as an alley way. The number and age of the structures built on the alley way suggests that the city long ago abandoned the idea of making the alley a usable public right-of-way.

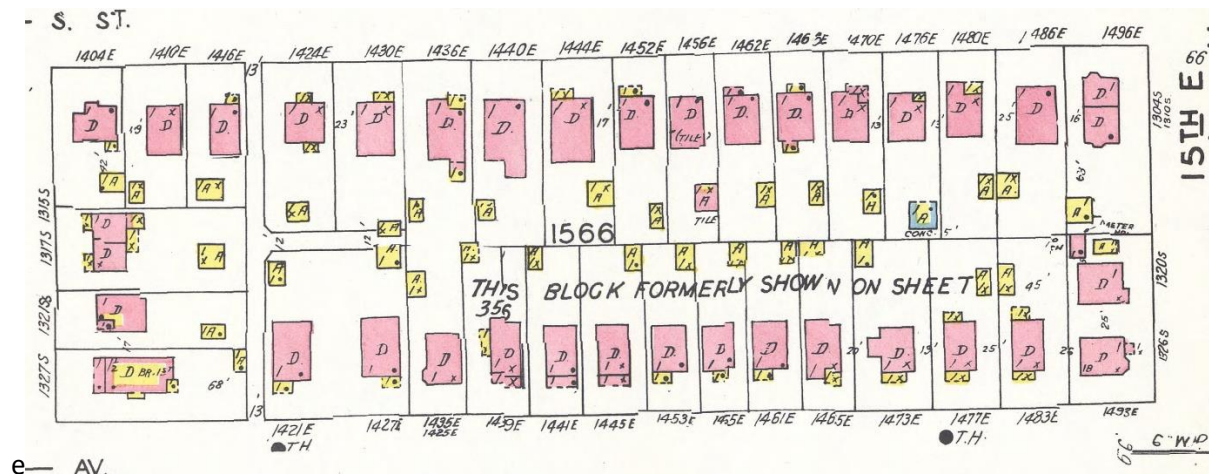


Figure 2: Portion of Sanborn Fire Insurance Map, Salt Lake City, 1950: Sheet 319 showing Block 1 Liberty Heights with all structures and the alley way as of 1950.

- C. Urban Design:** *The continuation of the alley does not serve as a positive urban design element;* The alley does not serve a positive urban design element for most of the block because it largely physically does not exist. Our proposed partial vacation would allow continued access to the two properties that have a practical use for the alley as it currently exists. As for the remaining properties, home owners and builders long ago made the decision that individual driveways were a better design solution than a shared alleyway for the block. This may be due to the elevation change of 39' over the length of the alleyway meaning lots differ in height by an average of 3' both east to west and north to south. These differences in elevation between lots do not lend themselves to an alleyway as significant land grading and partly subterranean garages would be required to make it work for both sides of the alley. The steepness of the alley along with alleys being a low priority for snow removal after winter storms would make the alley difficult to use in the winter months. (Vehicles often get stuck on the 1400 E block of 1300 S during snow storms despite it being one of the first streets in the neighborhood to get plowed.) It should be noted that the portion of the alley that does exist is nearly level which may be why it was developed. For all these reasons we believe that the alley portion that we propose to vacate does not serve a positive urban design element and its development into an actually alley going forward is not practical.

14.52.030 Factors Considered

1. *All other relevant City departments have no objection to the proposal;* This will be accomplished through the application process.
2. *The petition meets at least one of the policy considerations stated above;* As demonstrated above, this petition meets at least two policy considerations.
3. *The vacation will not deny access or parking to any adjacent property;* We have worked with all the home owners to ensure continued access to properties where access currently exists via the alley. Our partial vacation of the alley would maintain access to the two properties that currently use it.
4. *The vacation will not result in any property being landlocked;* We have worked with all the home owners to ensure continued access to properties where access currently exists via the alley. Our partial vacation of the alley would maintain access to the two properties who currently use it.
5. *The vacation will not result in a use of the alley property which is otherwise contrary to the policies and goals of the City;* I do not see this being the case. The alley property is likely to be continued to be used as it is now, a continuation of people's yards.
6. *No abutting property owner intends to build a garage requiring access from the alley;* No homeowner expressed this concern. The one property that has access to the current alley and does not have a garage on their property would maintain access to the remaining alley. Both property owners have expressed willingness to sign a shared driveway agreement to allow each other access to their respective properties. All other properties have a driveway to access a garage.

Alley Vacation Petition: Block 1 Liberty Heights
Philip Wilkes and Alana Jonat, 1470 E 1300 S, SLC, UT 84105

7. *The petition is for an entire alley, rather than a small segment of it;* The alley vacation is for a large portion of the alley. A small segment would remain to allow access to the two properties which currently use it.

8. *The alley is not necessary for actual or potential rear access to residences or for accessory use.* The alley is only used to access the rear of two properties and that access will be maintained if the vacation is done as requested.

From a historical perspective, there is precedence in the neighborhood for vacating the alley. The Block 11, 5-Acre Plat C map laid out 18 blocks including ours. Of these blocks, 14 were laid out with an east/west alley and 9 of those have been fully vacated and another 2 have been partially vacated. That leaves 3 remaining east/west alleys: 2 of which that physically exist and are well used by the surrounding owners and ours, which has apparently never existed more than between two lots. A partial vacation of the east/west alley on Block 1 Liberty Heights would correct the historical oversight of not vacating the alley years ago. It would allow homeowners to use their lots as they see fit, allowing them to build structures where it makes the most sense for them.

Thank you,

Philip Wilkes

Written Description of Proposed Alley Vacation

The proposed portion of the alley to be vacated is 585' in length from east to west and 12.1" in width from north to south. (Measurements based on those given on the Block 11, 5-Acre Plat C and the Salt Lake County Assessor's Parcel Finder website.) The alley is bounded to the north by properties 16-09-357-005-0000 through 16-09-357-017-0000 and to the south by properties 16-09-357-023-0000 through 16-09-357-036-0000. The eastern edge is 1500 E and the western edge aligns with the western edges of properties 16-09-357-023-0000 and 16-09-357-005-0000. The 50' length portion of the alley between 16-09-357-004-0000 and 16-09-357-022-0000 would remain as a public alley to permit access to the two properties that currently utilize it.

Visual Representations of Proposed Alley Vacation

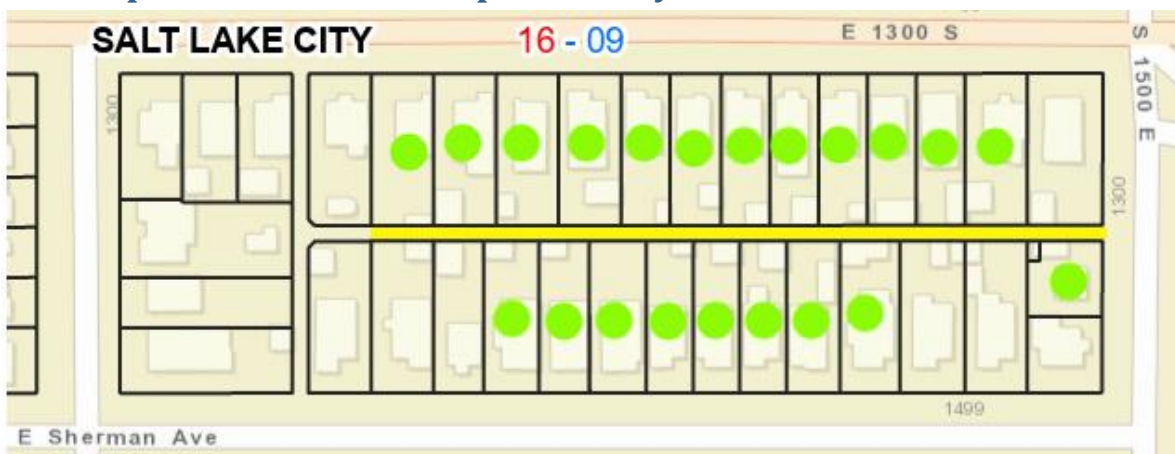


Figure 3: The proposed partial alley vacation is shown in yellow on the Salt Lake County Assessor's map along with green dots showing the property owners who support the alley vacation. Additionally this map shows most of the structures built on the alley land.

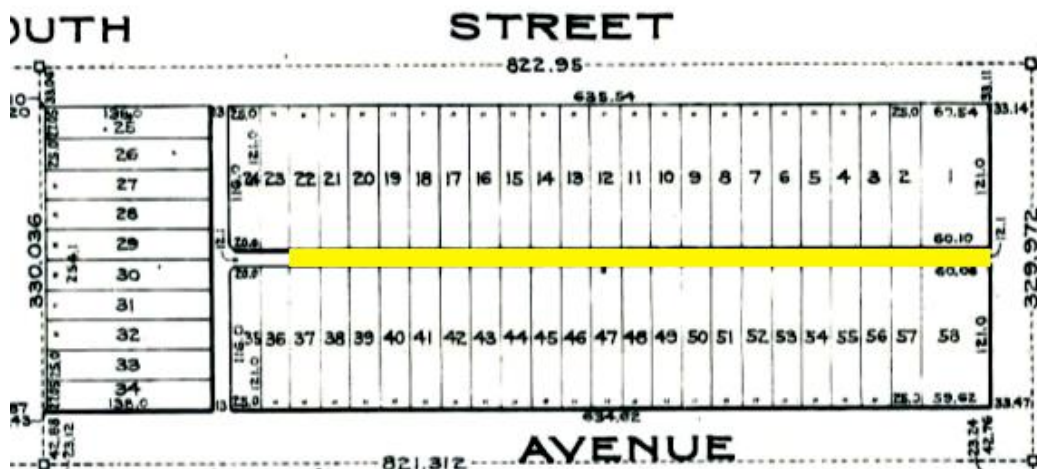



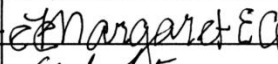


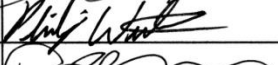

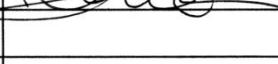


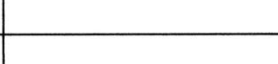
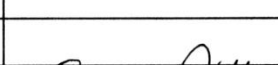
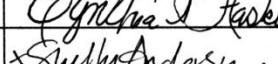
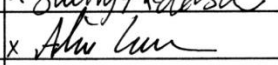

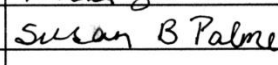

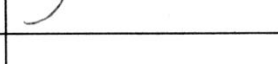


Figure 4 Proposed partial alley vacation on Block 1 of Liberty Heights shown in yellow on Block 11, 5-Acre Plat C F.M. Lyman Jr's Survey. Note the 25' wide lots do not correspond all correspond to current property lines. Properties on the block are made up of 2-3 lots ranging from 37.5' to 52'.

Figure 5: Historic Block 11, 5-Acre Plat C and Block 11, F.M. Lyman JR's Survey of Survey of Sec 16, T1S, R1E. highlighting the prevalence of vacated alleys in the surrounding neighborhood.

Signatures

Petition For Alley Vacation of East/West Alley on 1400 E Block
of 1300 S and Sherman Ave

Address	Owner(s)	Signature	Date
1430 E 1300 S	Karl and Ellen Schwede	x 	01/18/25 *
1436 E 1300 S	Daniel and Jenny Steele		
1440 E 1300 S	Robert and Renae Meanly		01/16/25
1444 E 1300 S	Samual Dunn		1-16-25
1452 E 1300 S	Margaret E. Clark Sandra W. Clark (2012 SWC Trust)	 	1/16/24
1456 E 1300 S	Nathaniel Ferre, Carly Shields Ferre		1/16/25
1462 E 1300 S	Jamie Nielsen, Daniel Ord		1/11/2025
1466 E 1300 S	Bryan Walsh, Colleen McNamara-Walsh		2/2/2025
1470 E 1300 S	Philip Wilkes and Alana Jonat		1/11/2025
1476 E 1300 S	Camarie Stephenson		1/20/2025
1480 E 1300 S	Brian Heaton Milne		1/11/25
1486 E 1300 S	Paul Sticca		*
1304 S 1500 E	Harvard Plum LLC		
1320 S 1500 E	Maria Villa Trust 10/16/2023		1/11/2025
1318 S 1500 E	Maria Villa Trust 10/16/2023		1/11/2015
1427 E Sherman Ave	Alli Straubhar, Joshua Lee		
1435 E Sherman Ave	James and Sandra Barron		
1439 E Sherman Ave	Cynthia and Neal Haskins Living Trust		1-18-25
1441 E Sherman Ave	Shelly Lee Anderson	x 	1-18-25
1445 E Sherman Ave	Alice Ann Lara	x 	1-16-25
1453 E Sherman Ave	Lin and Tiffany Hsu		*
1455 E Sherman Ave	James and Wayne Brannan		12/1/16/25
1461 E Sherman Ave	Susan B Palmer Trust		1/16/25
1465 E Sherman Ave	Sophia, Doug and Julie Nester		*
1473 E Sherman Ave	James Breeze		01/11/2025
1477 E Sherman Ave	Linda S Thomas		
1483 E Sherman Ave	Easthope Living Trust 01/19/2019		

* See following letters

Alley Vacation Petition: Block 1 Liberty Heights
Philip Wilkes and Alana Jonat, 1470 E 1300 S, SLC, UT 84105

Lin Hsu and Tiffany Hsu
702 Orchid Avenue
Capitola, CA 95010

January 27, 2025

To whom it may concern:

We are the owners of the property located at 1453 East Sherman Avenue, Salt Lake City, Utah, 84105. This letter is to inform you of our support for the petition put forward by Philip Wilkes to vacate the alley running east to west on the 1400 East block between 1300 South and Sherman Avenue in Salt Lake City, Utah.

Thank you for your consideration.

Sincerely,

Lin Hsu

Lin Hsu

Tiffany Hsu

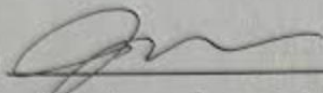
Tiffany Hsu

To whom it may concern:

I, Julie Nestor, owner of 1465 E Sherman, ⁸⁴¹⁰⁵ support
the petition put forward by Philip Wilkes to vacate the alley running east to west on the 1400 E
block between 1300 S and Sherman Ave in Salt Lake City, UT.

Signed

Date


1/27/25

Alley Vacation Petition: Block 1 Liberty Heights
Philip Wilkes and Alana Jonat, 1470 E 1300 S, SLC, UT 84105

To whom it may concern:

I, Paul Sticca, owner of 1486 E 1300 S, support the petition put forward by Philip Wilkes to vacate the alley running east to west on the 1400 E block between 1300 S and Sherman Ave in Salt Lake City, UT.

Signed



Date February 14, 2025

To whom it may concern:

I, Daniel Steele, owner of 1436 E 1300 S, support the petition put forward by Philip Wilkes to vacate the alley running east to west on the 1400 E block between 1300 S and Sherman Ave in Salt Lake City, UT.

Signed



Date

1/21/25

Meetings from Wasatch Hollow Community Council showing Alley Vacation was presented to appropriate community organization

Wasatch Hollow Community Council

<https://wasatchhollowcc.org/>

Minutes for the meeting of February 26, 2025

Anderson-Foothill Library, 1135 S 2100 E, Salt Lake City, UT 84108

Board members present: John Rosswog, Chair and Treasurer; Marley Bramble, 2nd Vice-Chair; Tim Komlos, Secretary
Number of community members in attendance: Twelve

6:35 Chairperson John Rosswog called the meeting to order and made these announcements:

- Minutes of January 22nd WHCC meeting approved unanimously.
- Councilman Dan Dugan has stopped attending our monthly meetings in favor of holding quarterly Town Hall meetings. He'll be tracking the Legislature through their sessions (which ends March 7th) advocating for SLC.
- Collection of yard waste in the brown bins resumes the first of March.

6:40 Presentation District 6 Community Liaison, Hannah Barton

- Food microgrants are available for individuals or community organizations with a garden to grow their own food. Find information and applications here: www.slc.gov/sustainability/community-food-microgrant/
- The City's Indoor Air Quality Program provides residents with education and resources to keep their indoor air healthy. Apply to receive high efficiency furnace filters, a portable air purifier, or even a countertop induction range. Find information, clean-air tips and applications at <https://www.slc.gov/sustainability/indoor-air/>
- The City's 27-point Public Safety Action Plan goes way beyond supporting the police department with additional funding and programs. It includes greater assistance to the homeless population, better availability of affordable housing, and collaborating with downtown merchants and activists as well as neighboring cities. Since public safety is an issue statewide, the Plan also spells out 23 action items that depend on Utah state and other Utah cities to fund and realize. See the plan in its entirety at <https://www.slc.gov/publicsafetyplan/>
- The City is improving local neighborhood streets for people of all ages and abilities to walk, bike, and roll with Neighborhood Byways. These routes make active transportation safer and more convenient by encouraging safe travel speeds, discouraging cut-through traffic, improving crosswalks, and connecting key destinations. The Westminster – Kensington byway will provide a route from Westminster University to Sunnyside Park. See the plan at <https://www.slc.gov/transportation/neighborhood-byways/kensington/> and see the entire plan for all of the City's byways at <https://www.slc.gov/transportation/neighborhood-byways/>
- If you have questions about these items or what else goes on in the City, ask Hannah at Hannah.Barton@slc.gov

7:00 WHCC Treasurer's Report from John Rosswog

- In 2024 we had \$2,124 in expenses and received \$2,931 from the Arts, Culture and Entertainment (ACE) Grant and from personal donations from Wasatch Hollow residents and merchants. We greatly appreciate those individuals who have given of themselves to help finance our activities and strengthen our community.
- Wasatch Hollow has been awarded for 2025, an ACE Grant from the City to hold our annual Hollow Fest celebration.
- Due to changes in the City ordinances, expenses for 2025 will need to include premiums for Directors and Officers Indemnity insurance and Hollow Fest event insurance. 7:10 Wasatch Hollow Community Council Board Elections
- The five Board member positions were open to new people with an interest in serving their community.
 - o John Rosswog was nominated as Chair and voted into office by acclaim
 - o No one was willing or available for the 1st Vice-Chair office, so it remains open
 - o Marley Bramble was nominated as 2nd Vice-Chair and voted into office by acclaim
 - o No one was willing or available for the Treasurer office, so it remains open
 - o Tim Komlos was nominated as Secretary and voted into office by acclaim
- Since nominees to Board positions must be present to accept nomination, we'll look for nominees for the two remaining spots and vote on them at the next WHCC meeting. If YOU would like to join the WHCC Board, please send us an email to: whccadmin@wasatchhollowcc.org

7:25 Presentation by resident Phillip Wilkes

- Mr. Wilkes, who lives in the 1400 E block between 1300 South and Sherman Ave is working to convert the property held in the 12-foot-wide utility easement behind the homes of that block from City property to property owned by the individual property owners. This action is not uncommon in our city where the former alleys have largely been fenced off over time by the property owners and their sections reverted back to them by usage. He wants to use the six feet that would be added so he can build a garage.
- The City instructed Mr. Wilkes to inform our council to gather criticism or comments on his project. Meeting attendees had a few questions, but there were no negative comments. Mr. Wilkes can be contacted at: pawilkes@gmail.com

7:40 Meeting adjourned

Alley Vacation Petition: Block 1 Liberty Heights
Philip Wilkes and Alana Jonat, 1470 E 1300 S, SLC, UT 84105

References

Salt Lake County Assessor's Parcel Viewer: used to gather maps and measure distances

https://apps.saltlakecounty.gov/assessor/new/ParcelViewer/index.html?query=Parcel_Viewer_external_3634_5,parcel_id,#

Salt Lake County Assessor's Parcel Search: used to gather information on structures built on lots, size, age, etc. <https://apps.saltlakecounty.gov/assessor/new/query.cfm>

Salt Lake City Maps: Used to find and view plat map of neighborhood; ours is "Block 11, 5-Acre Plat "C" "
<https://maps.slc.gov/mws/atlasplats-lg.htm>

Sanborn Fire Maps, 1950/1951: Volume 3, Page 319: These maps are available on the University of Utah Marriott Library and show land usage and buildings from the past. Searching "1950 Sanborn Page 319" will get you the relevant map. (For some reason there are two sets of maps, one set is has the maps listed as 1950 and the other 1951 although the maps look identical). The Page 356 of the 1926 map also shows the block. On this map the alley is shown as unblocked with the garage at 1427 E Sherman being right on the edge of the alley land. It is unclear if the structure on the back of 1427 E Sherman Ave is the same in both the 1926 and 1951 maps or if it's location and that of the alley is off on one of the maps.
<https://collections.lib.utah.edu/browse/institutions#dha>

Equators Studio: This is a website that I used to estimate the elevation change of the block.
<https://maps.equatorstudios.com/>

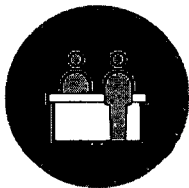
Salt Lake City Public Alleys <https://www.slc.gov/engineering/public-alley-map/> This map shows all the public alley ways in Salt Lake City. An interesting take away is to notice how few alleys, partially those running east/west, exist east of 1100 E. This may be due to the challenges of having alleys in hilly areas of the city.

Wasatch Hollow Community Council Meeting minutes from February 26, 2025

https://wasatchhollowcc.org/wp-content/uploads/2025/03/Minutes_of_Meeting_of_02-26-25.pdf

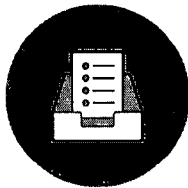
ALLEY / STREET VACATION

IMPORTANT INFORMATION



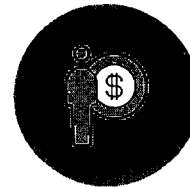
CONSULTATION

Available prior to submitting an application. For questions regarding the requirements, email us at zoning@slcgov.com.



SUBMISSION

Submit your application online through the [Citizen Access Portal](#). Learn how to submit online by following the [step-by-step guide](#).



REQUIRED FEES

- **Alley Vacation: \$316** filing fee†.
- **Street Vacation: \$473** filing fee.
- Additional required notice fees will be assessed after submission.

APPLICANT INFORMATION

PROJECT NAME (OPTIONAL)

Partial Alley Vacation of East/West Alley on the 1400 E block between 1300 S and Sherman Ave.

LOCATION OF ALLEY / STREET

1400 E block between 1300 S and Sherman Ave. (Block 1 Liberty Heights)

REQUEST

Partial vacation of east/west Alley from 1500 E to the western edge of lots 22 and 37 on Block 1 Liberty Heights

NAME OF APPLICANT

Philip Andre Wilkes

PHONE

608.332.9523

MAILING ADDRESS

1470 E 1300 S, Salt Lake City, UT 84105

EMAIL

pawilkes@gmail.com

APPLICANT'S INTEREST IN PROPERTY (*owner's consent required)

IF OTHER, PLEASE LIST

☒ Owner ☐ Architect* ☐ Contractor* ☐ Other*

NAME OF PROPERTY OWNER (if different from applicant)

PHONE

MAILING ADDRESS

EMAIL

OFFICE USE

CASE NUMBER

RECEIVED BY

DATE RECEIVED

DISCLAIMER: PLEASE NOTE THAT ADDITIONAL INFORMATION MAY BE REQUIRED BY THE PROJECT PLANNER TO ENSURE ADEQUATE INFORMATION IS PROVIDED FOR STAFF ANALYSIS. ALL INFORMATION REQUIRED FOR STAFF ANALYSIS WILL BE COPIED AND MADE PUBLIC, INCLUDING PROFESSIONAL ARCHITECTURAL OR ENGINEERING DRAWINGS, FOR THE PURPOSES OF PUBLIC REVIEW BY ANY INTERESTED PARTY.

FOOTNOTES: † ALLEY VACATION FEE WAIVER AVAILABLE IF ADEQUATE SIGNATURES ARE OBTAINED.

ACKNOWLEDGMENT OF RESPONSIBILITY

1. This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application will be processed under the name provided below.
2. By signing the application, I am acknowledging that I have read and understood the instructions provided for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that the documents provided are considered public records and may be made available to the public.
3. I understand that my application will not be processed until the application is deemed complete by the assigned planner from the Planning Division. I acknowledge that a complete application includes all of the required submittal requirements and provided documents comply with all applicable requirements for the specific applications. I understand that the Planning Division will provide, in writing, a list of deficiencies that must be satisfied for this application to be complete and it is the responsibility of the applicant to provide the missing or corrected information. I will keep myself informed of the deadlines for submission of material and the progress of this application.
4. I understand that a staff report will be made available for my review prior to any public hearings or public meetings. This report will be on file and available at the Planning Division and posted on the Division website when it has been finalized.

NAME OF APPLICANT

Philip Andre Wilkes

EMAIL

pawilkes@gmail.com

MAILING ADDRESS

1470 E 1300 S, Salt Lake City, UT 84105

PHONE

608.332.9523

APPLICATION TYPE

Alley Vacation

SIGNATURE



DATE

3/11/2025

LEGAL PROPERTY OWNER CONSENT

If the applicant is not the legal owner of the property, a consent from property owner must be provided. Properties with a single fee title owner may show consent by filling out the information below or by providing an affidavit.

Affirmation of sufficient interest: I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

LEGAL DESCRIPTION OF SUBJECT PROPERTY

~~16-09-357-13-0000~~

NAME OF OWNER

EMAIL

MAILING ADDRESS

SIGNATURE

DATE

1. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
2. If a joint venture or partnership is the fee owner, attach copy of agreement authorizing action on behalf of the joint venture or partnership.
3. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CC&Rs.

DISCLAIMER: BE ADVISED THAT KNOWINGLY MAKING A FALSE, WRITTEN STATEMENT TO A GOVERNMENT ENTITY IS A CRIME UNDER UTAH CODE CHAPTER 76-8, PART 5. SALT LAKE CITY WILL REFER FOR PROSECUTION ANY KNOWINGLY FALSE REPRESENTATIONS MADE PERTAINING TO THE APPLICANT'S INTEREST IN THE PROPERTY THAT IS THE SUBJECT OF THIS APPLICATION.

SUBMITTAL REQUIREMENTS

1

Please provide the following information with your application. Confirm that you have included each of the requirements listed below by adding a check mark for each item.

CHECK

STAFF

REQUIREMENTS (14.52.030.A)



A letter explaining why you are requesting this alley / street vacation:

- The letter must include a discussion about the policy considerations and factors outlined in page 2.



The name, address and signatures of all abutting property owners who support the petition:

- Petition must include the signatures of no less than 75% of the abutting property owners.
- Signatures should be from the property owners and not from the property renters.
- You may use the form attached to this application or provide your own form with signatures.

RECOMMENDED



A Parcel map showing the area of the proposed alley / street vacation:

- Highlight the area of the proposed alley/street vacation.
- Indicate with colored dot the property owners who support the petition.
- Submit a digital (PDF) copy of the map.



A written description with measurements of the proposed alley / street vacation.

- A final legal description prepared by a licensed engineer will be required later.

INCOMPLETE INFORMATION WILL NOT BE ACCEPTED

INITIALS



DISCLAIMER: I ACKNOWLEDGE THAT SALT LAKE CITY REQUIRES THE ITEMS ABOVE TO BE SUBMITTED BEFORE MY APPLICATION CAN BE PROCESSED. I UNDERSTAND THAT PLANNING WILL NOT ACCEPT MY APPLICATION UNLESS ALL OF THE FOLLOWING ITEMS ARE INCLUDED IN THE SUBMITTAL PACKAGE.



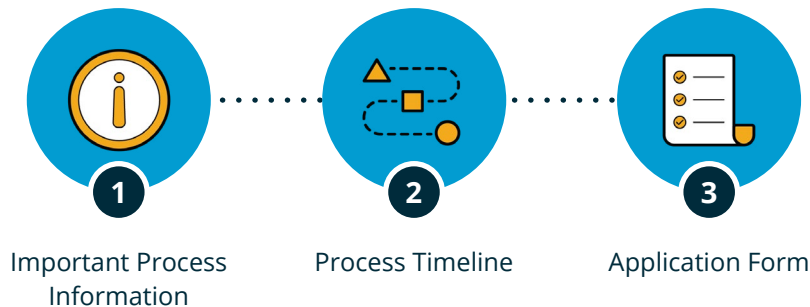
PLANNING PROCESS //

ALLEY / STREET VACATION

ABOUT THE APPLICATION

Thank you for your interest in submitting an Alley / Street Vacation application. The following packet will provide general information to get started on your project and guide you through the application process from start to finish. The packet is broken down into three sections: Information about the application, a visual diagram of the application process, and the application form.

We highly encourage you to work with our Planning staff prior to submitting an application. For questions regarding any of the information listed in this packet or to set up a pre-submittal meeting please contact us at zoning@slcgov.com or give us a call at 801.535.7757.



PLANNING DIVISION
451 SOUTH STATE STREET ROOM 406
PO BOX 145480
SALT LAKE CITY, UT 84114-5480

[SLC.GOV/PLANNING](https://slc.gov/planning)
ZONING@SLCGOV.COM
TEL 801-535-7757

WHAT IS AN ALLEY VACATION?

As part of the subdivision process, early developers were required to create alleys which were then deeded to the City. They were used for coal delivery, garbage pickup and other services. They also allowed access to garages. Today, when an alley is shown on a plat as a public right of way, it means the City is the owner. In situations where it can be demonstrated that there is an over-riding public purpose for vacating the alley, the City may relinquish its property interest in the alley.



WHAT IS A STREET VACATION?

A street vacation involves the transferring of a right-of-way of a public street to a private property owner. It is the disposition of a significant parcel of real property, which requires a public hearing and final decision from the City Council.

TRANSFERRING THE LAND

When an alley / street is next to or abuts a single family or duplex residential property, the City vacates it, divides it in half, and the property is conveyed to the abutting property owners. If the alley / street is next to or abuts a non-residential, or multifamily residential (3 or more dwelling units) property, the City may close it and then sell the land at fair market value to the abutting property owners.

WHAT THE CITY CONSIDERS BEFORE AN ALLEY / STREET VACATION?

[14.52.020](#): POLICY CONSIDERATIONS

The City will not consider disposing of its interest in an alley, in whole or in part, unless it receives a petition in writing which demonstrates that the disposition satisfies at least one of the following policy considerations:

- A. Lack Of Use:** The City's legal interest in the property appears of record or is reflected on an applicable plat; however, it is evident from an on site inspection that the alley does not physically exist or has been materially blocked in a way that renders it unusable as a public right-of-way;
- B. Public Safety:** The existence of the alley is substantially contributing to crime, unlawful activity, unsafe conditions, public health problems, or blight in the surrounding area;
- C. Urban Design:** The continuation of the alley does not serve as a positive urban design element;
- D. Community Purpose:** The petitioners are proposing to restrict the general public from use of the alley in favor of a community use, such as a neighborhood play area or garden.

[14.52.030](#): FACTORS CONSIDERED:

1. All other relevant City departments have no objection to the proposal;
2. The petition meets at least one of the policy considerations stated above;
3. The vacation will not deny access or parking to any adjacent property;
4. The vacation will not result in any property being landlocked;
5. The vacation will not result in a use of the alley property which is otherwise contrary to the policies and goals of the City;
6. No abutting property owner intends to build a garage requiring access from the alley;
7. The petition is for an entire alley, rather than a small segment of it; and
8. The alley is not necessary for actual or potential rear access to residences or for accessory use.





CONSULTATION

If you have questions regarding the Alley / Street Vacation regulations or process, please contact the Salt Lake City Planning Counter staff at zoning@slcgov.com or give us a call at 801-535-7757. If you would like to discuss your development plan in more detail, you can request a pre-submittal meeting with Planning staff by contacting the Planning Counter.

Pre-submittal meetings are held on Thursdays in 30 minute slots between 1:30 and 3:30 pm.

PROCESS TIMELINE

TIME FRAME

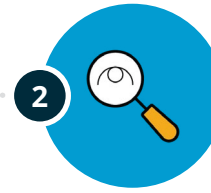
🕒 6 - 12 MONTHS

- APPLICANT
- STAFF



APPLICATION RECEIVED

Application submitted and pre-screened to ensure submittal requirements are met and fees are paid.



PLANNER ASSIGNED

Application reviewed by Planner to ensure complete documentation (if incomplete, the applicant will be provided a list of missing info to submit).

🕒 14 days



APPLICATION MODIFICATIONS

Modifications based on public input & City Department review comments (if needed, applicant must submit updates). Minor issues will be conditions of approval.

🕒 45 days



PUBLIC NOTICE

Public notices sent to nearby neighbors, property owners and Community Councils (when required by ordinance). Application routed to City Departments for review.



PLANNING COMMISSION

Public hearing scheduled and held, notices sent, staff report produced and commission recommendation made.

🕒 21 days



TRANSMITTAL OF COMMUNITY AND NEIGHBORHOODS (CAN)

Commission minute approval and public record are assembled by staff. After review, the package is transmitted to City Council.

🕒 21 days



CITY COUNCIL PROCESS

City Council holds a briefing with staff during work session. Public hearing and action follows. Timeline determined by City Council office.

www.slc.gov/council

DISCLAIMER: APPLICATION TIME FRAMES MAY VARY DEPENDING ON CURRENT WORKLOAD AND COMPLEXITY OF APPLICATIONS. INCOMPLETE OR MISSING INFORMATION ON DRAWINGS AND APPLICATION FORMS WILL DELAY THE PROCESS.

ALLEY / STREET VACATION

IMPORTANT INFORMATION



CONSULTATION

Available prior to submitting an application. For questions regarding the requirements, email us at zoning@slcgov.com.



SUBMISSION

Submit your application online through the [Citizen Access Portal](#). Learn how to submit online by following the [step-by-step guide](#).



REQUIRED FEES

- **Alley Vacation:** \$316 filing fee†.
- **Street Vacation:** \$473 filing fee.
- Additional required notice fees will be assessed after submission.

APPLICANT INFORMATION

PROJECT NAME (OPTIONAL)

LOCATION OF ALLEY / STREET

REQUEST

NAME OF APPLICANT

PHONE

MAILING ADDRESS

EMAIL

APPLICANT'S INTEREST IN PROPERTY (*owner's consent required)

- ☐ Owner ☐ Architect* ☐ Contractor* ☐ Other*

IF OTHER, PLEASE LIST

NAME OF PROPERTY OWNER (if different from applicant)

PHONE

MAILING ADDRESS

EMAIL

OFFICE USE

CASE NUMBER

RECEIVED BY

DATE RECEIVED

DISCLAIMER: PLEASE NOTE THAT ADDITIONAL INFORMATION MAY BE REQUIRED BY THE PROJECT PLANNER TO ENSURE ADEQUATE INFORMATION IS PROVIDED FOR STAFF ANALYSIS. ALL INFORMATION REQUIRED FOR STAFF ANALYSIS WILL BE COPIED AND MADE PUBLIC, INCLUDING PROFESSIONAL ARCHITECTURAL OR ENGINEERING DRAWINGS, FOR THE PURPOSES OF PUBLIC REVIEW BY ANY INTERESTED PARTY.

FOOTNOTES: † ALLEY VACATION FEE WAIVER AVAILABLE IF ADEQUATE SIGNATURES ARE OBTAINED.

ACKNOWLEDGMENT OF RESPONSIBILITY

1. This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application will be processed under the name provided below.
2. By signing the application, I am acknowledging that I have read and understood the instructions provided for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that the documents provided are considered public records and may be made available to the public.
3. I understand that my application will not be processed until the application is deemed complete by the assigned planner from the Planning Division. I acknowledge that a complete application includes all of the required submittal requirements and provided documents comply with all applicable requirements for the specific applications. I understand that the Planning Division will provide, in writing, a list of deficiencies that must be satisfied for this application to be complete and it is the responsibility of the applicant to provide the missing or corrected information. I will keep myself informed of the deadlines for submission of material and the progress of this application.
4. I understand that a staff report will be made available for my review prior to any public hearings or public meetings. This report will be on file and available at the Planning Division and posted on the Division website when it has been finalized.

NAME OF APPLICANT

EMAIL

MAILING ADDRESS

PHONE

APPLICATION TYPE

SIGNATURE

DATE

LEGAL PROPERTY OWNER CONSENT

If the applicant is not the legal owner of the property, a consent from property owner must be provided. Properties with a single fee title owner may show consent by filling out the information below or by providing an affidavit.

Affirmation of sufficient interest: I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

LEGAL DESCRIPTION OF SUBJECT PROPERTY

NAME OF OWNER

EMAIL

MAILING ADDRESS

SIGNATURE

DATE

-
1. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
 2. If a joint venture or partnership is the fee owner, attach copy of agreement authorizing action on behalf of the joint venture or partnership.
 3. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CC&Rs.

DISCLAIMER: BE ADVISED THAT KNOWINGLY MAKING A FALSE, WRITTEN STATEMENT TO A GOVERNMENT ENTITY IS A CRIME UNDER UTAH CODE CHAPTER 76-8, PART 5. SALT LAKE CITY WILL REFER FOR PROSECUTION ANY KNOWINGLY FALSE REPRESENTATIONS MADE PERTAINING TO THE APPLICANT'S INTEREST IN THE PROPERTY THAT IS THE SUBJECT OF THIS APPLICATION.

Please provide the following information with your application. Confirm that you have included each of the requirements listed below by adding a check mark for each item.

CHECK	STAFF	REQUIREMENTS (14.52.030.A)
<input type="checkbox"/>	<input type="checkbox"/>	A letter explaining why you are requesting this alley / street vacation: <ul style="list-style-type: none">The letter must include a discussion about the policy considerations and factors outlined in page 2.
<input type="checkbox"/>	<input type="checkbox"/>	The name, address and signatures of all abutting property owners who support the petition: <ul style="list-style-type: none">Petition must include the signatures of no less than 75% of the abutting property owners.Signatures should be from the property owners and not from the property renters.You may use the form attached to this application or provide your own form with signatures.
		RECOMMENDED
<input type="checkbox"/>	<input type="checkbox"/>	A Parcel map showing the area of the proposed alley / street vacation: <ul style="list-style-type: none">Highlight the area of the proposed alley/street vacation.Indicate with colored dot the property owners who support the petition.Submit a digital (PDF) copy of the map.
<input type="checkbox"/>	<input type="checkbox"/>	A written description with measurements of the proposed alley / street vacation. <ul style="list-style-type: none">A final legal description prepared by a licensed engineer will be required later.

INCOMPLETE INFORMATION WILL NOT BE ACCEPTED

INITIALS

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