



# APPLICATION FOR Right-of-Way Vacation

VILLAGE OF OAK PARK, ILLINOIS

Date Filed: \_\_\_\_\_

Accepted by: \_\_\_\_\_

Street or Alley

**YOU MUST PROVIDE THE FOLLOWING INFORMATION: IF ADDITIONAL SPACE IS NEEDED, ATTACH EXTRA PAGES TO THE APPLICATION.**

**Applicant / Contact Information:** QuikTrip Corporation 50 South Main St. STE 200, Naperville, IL 60540

Name	Address
<u>918-284-9456</u>	<u>abukhres@quiktrip.com</u>
Phone no.	E-mail

**Street Name or Location of Alley in Question:** Utility easement

**Name of Adjacent Property Owner(s), Adjacent Property Addresses and (PIN):**

<u>SEC Harlem Acquisition LLC</u>	<u>915 S. Maple Ave, Oak Park</u>	<u>16-18-300-003-0000</u>
Name	Address	Property Identification Number
_____ Name	_____ Address	_____ Property Identification Number
_____ Name	_____ Address	_____ Property Identification Number
_____ Name	_____ Address	_____ Property Identification Number

**Briefly Describe Request:** Vacation of 10' between two tracts of land with the same pin # being 16-18-300-003-0000

\_\_\_\_\_  
\_\_\_\_\_

**Is the property in question presently subject to a Special Use or Planned Development?**     Yes     No

If Yes, how? \_\_\_\_\_

**Is the subject property located within any Historic District?**     Yes     No

**Have the effected (abutting) property owners been contacted by the Applicant?**     Yes     No

If Yes, when? \_\_\_\_\_

I (we) certify that all the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief.

I (we) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Oak Park for the purpose of securing information, posting, maintaining and removing such notices as may be required by law.

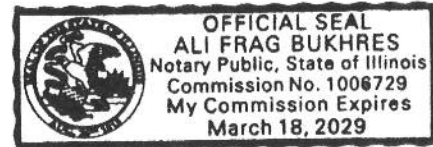
**Applicant's signature must be notarized.**

  
\_\_\_\_\_  
(Signature) Applicant

7/23/25  
Date

SUBSCRIBED AND SWORN TO BEFORE ME THIS

23<sup>rd</sup> DAY OF July, 2025



  
\_\_\_\_\_  
(Notary Public)

---

**THE FOLLOWING SHALL BE SUBMITTED AS PART OF THIS APPLICATION:**

1. Current Plat of Survey of all abutting properties to vacated right-of-way.
2. Photographs of subject right-of-way.
3. Written description of request and proposed use (above).
4. Written authorization from abutting property owners.
5. Drawing (s) of proposed modifications to right-of-way.
6. Vacation Plat, after staff review of application, but **prior** to Plan Commission meeting.

---

*For a working alley only:*

1. Traffic Analysis (If applicable); **prior** to Plan Commission.
-

## General Process for vacating public rights-of-way:

1. Application and written request from the property owner(s) submitted to staff.
2. Staff reviews and provides comments to the Applicant.
3. A Plat of Vacation would need to be prepared.
4. Public Notice for a hearing before the Plan Commission will be prepared by staff (Ad at applicant expense).
5. A traffic analysis would need to be prepared; *If applicable*. (Applicant processes; expense by applicant)
6. The Plan Commission would then meet and discuss the issue and formulate a recommendation to the Village Board. The Plan Commission may elect to ask for input from other boards or commissions.
7. An appraisal of the land would be made to determine the fair market value prior to the Village Board meeting. (Village processes request; expense by applicant)
8. Should the Plan Commission recommend vacation, and the Village Board concurs, the Board would then direct staff to draft the necessary legal documents.
9. The Board would then pass an Ordinance vacating the property in question. Said ordinance would include an agreement outlining the terms for the vacation.
10. The staff would then work with the applicant / owner(s) to arrange for a closing and transfer of title.
11. **All fees, including the initial appraisal, survey (plat of vacation), legal, recording, and purchase would be paid for by the property owner seeking the vacation.**