

## Minnehaha County Planning & Zoning

# PLAT VACATION APPLICATION PACKET

Any person who wishes to vacate all or part of any recorded plat within the unincorporated area of Minnehaha County must file a petition (form attached) with the County Planning office.

### APPLICATION REQUIREMENTS

The application must contain the following information as required by South Dakota codified law 11-3-21.1:

- The names and addresses of the property owner of the plat or part of the plat that is proposed for vacation;
- The legal description of the plat;
- The names of the legal voters residing upon the plat;
- The character and use of the plat;
- A description of any public highway located on the plat;
- Any other facts pertinent to the application that may be required by the county.

### APPROVAL PROCESS

Once the petition is received, the County Planning office will forward the request to the County Auditor so that a time may be scheduled for a hearing before the Minnehaha County Commission. The petitioner will be made aware of the date and time for the hearing on the request to vacate the plat.

The County Commission may decide to vacate the plat if the petition will not abridge or destroy any of the rights and privileges of other proprietors of such plat and will not authorize the closing or obstruction of any public highway laid out according to law, it may vacate the plat specified in the petition. If the Commission decides to vacate all or a portion of a recorded plat, the County Register of Deeds Office will mark the vacated portion on the original plat filed in their office. All property taxes on the plat must be paid before the plat can be vacated.



Administration Building, 3<sup>rd</sup> Floor  
415 N. Dakota Avenue, Sioux Falls, SD 57104

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F: (605)367-4713

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**PLAT VACATION  
APPLICATION CHECKLIST**

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- Complete application form.
  - The names and addresses of the property owner of the plat or part of the plat that is proposed for vacation;
  - The legal description of the plat;
  - The names of the legal voters residing upon the plat;
  - The character and use of the plat;
  - A description of any public highway located on the plat;
  - Any other facts pertinent to the application that may be required by the county.



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**Minnehaha County Planning & Zoning**

**PETITION TO VACATE PLAT**

The undersigned property owners request that pursuant to provisions of SDCL 11-3-21-1 the Minnehaha County Board of Commissioners approve the vacation of the following described platted property:

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Names, Signatures, and Addresses of the owners of the above platted property:

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Names and Addresses of legal voters residing upon the platted area:

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Character of the Platted Property

Original Intent: \_\_\_\_\_

Present Use: \_\_\_\_\_

Description/name of any street/highway to be included in the plat to be vacated:

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Other pertinent facts: \_\_\_\_\_

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**Contact Applicant:** (print) \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email Address:** (not required) \_\_\_\_\_

*By submitting this request to vacate a plat the property owner authorizes representatives of Minnehaha County to enter the property now and in the future for inspection purposes.*



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