



1000 Englewood Parkway
Englewood, CO 80110
303.762.2342
www.Englewoodco.gov

VACATION OF EASEMENT CHECKLIST

- Fees** *(Application fees are non-refundable)*
 - Application Fee: \$ 100.00 *(Payable to City of Englewood)*
 - Recording Fee: \$ TBD *(Determined at time of recording)*
- Letter of Authorization** *(if applicant is not the property owner)*
- Review and approval from Public Works Department, Utilities Department, and/or other applicable departments**
- Other Documents** *(Provide any special agreements, easements, conveyances, restrictions or covenants governing the property)*
- Additional material/information** as requested by City Manager or Designee

Submit the completed checklist along with your application.

Submittals will only be accepted via <https://lms.Englewoodco.gov>

Apply under Planning Projects: Submit Application >> Vacation >> Easement

Avoid delays – Submit a complete application!