



APPLICATION IS HEREBY MADE TO THE CITY OF BROKEN ARROW TO CONSIDER ONE OF THE FOLLOWING:

**CHOOSE (1) CLOSURE:**      
 **ENCROACHMENT:**      
 **VACATION:**   
**CHOOSE (1) EASEMENT:**      
 **RIGHT OF WAY:**      
 **PLAT:**

Property Location: 24055 East Highway 51  
 Legal Description: BOL Addition Lot 1 Block 1  
Subdivision Lot Block  
 Parcel number: 730082933  
 Plat name\* (if applicable): BOL Addition

\*If unplatted: Attach legal description and electronic legal description in WORD format

Project Details (Include-purpose of project, why the request, new proposal, etc.):  
 We are proposing to vacate the existing plat to accommodate the new proposed plat and for the purpose to build a new Kum & Go Convenience Store..

Applicant (Name & Company): Cameron Smith, Olsson Associates  
 Address: 550 St. Louis Street  
 City: Springfield State: Missouri Zip: 65806  
 Phone: 417-890-8802 Fax: 417-890-8805  
 Email: csmith@olssonassociates.com

Property Owner(s) of Record: Nick Halfhill, Kum & Go  
 Address: 6400 Westown Parkway  
 City: West Des Moines State: Iowa Zip: 50266  
 Phone: 515-457-6290 Fax: 515-223-9873  
 Email: Nick.Halfhill@kumandgo.com

**SIGNATURE OF APPLICANT:**  **DATE:** 12/2/15  
 (TYPE OR PRINT NAME OF APPLICANT SIGNING): Cameron Smith

**CHECK BOX IF ATTACHING OWNER'S SIGNATURE AUTHORIZATION FORM**  
**SIGNATURE OF PROPERTY OWNER(S):**  **DATE:** \_\_\_\_\_  
 (PRINT NAME OF OWNER(S) SIGNING): Nick Halfhill

Digitally signed by Nick Halfhill  
DN: dc=local, dc=krause, ou=Kum & Go  
ou=Kum & Go Real Estate, cn=Nick Halfhill  
Date: 2015.12.02 08:47:13 -0600



# BROKEN ARROW

Where opportunity lives

## APPLICATION FOR CLOSINGS, VACATIONS AND/OR ENCROACHMENTS

### UTILITY COMPANY REVIEW FOR:

CHOOSE (1) CLOSURE:

DEDICATION:

VACATION:

CHOOSE (1) EASEMENT:

RIGHT OF WAY:

PLAT:

Applicant (Name & Company): Cameron Smith, Olsson Associates

Phone: 417-890-8802 Email: csmith@olssonassociates.com

Property Location: 24055 East Highway 51

Legal Description: BOL Addition Lot 1 Block 1  
Subdivision Lot Block

Parcel number: 730082933

Plat name\* (if applicable): BOL Addition

\*If unplatted: Attach legal description and electronic legal description in WORD format

**AEP/PSO:** **Mark Butler** Signature: \_\_\_\_\_  
Phone: 918.599.2351 Comments: \_\_\_\_\_  
Fax: 1.866.599.3226 \_\_\_\_\_  
Email: [mabutler@aep.com](mailto:mabutler@aep.com) \_\_\_\_\_

**Windstream:** **Angela Rahe** Signature: Angela Rahe  
Phone: 918.451.3427 Comments: \_\_\_\_\_  
Fax: 918.451.1865 \_\_\_\_\_  
Email: [Angela.rahe@windstream.com](mailto:Angela.rahe@windstream.com) \_\_\_\_\_

**ONG:** **James Nobles** Signature: \_\_\_\_\_  
Phone: 918.831.8267 Comments: \_\_\_\_\_  
Fax: 918.831.8250 \_\_\_\_\_  
Email: [James.nobles@onegas.com](mailto:James.nobles@onegas.com) \_\_\_\_\_

**COX:** **Kevin Catlett** Signature: \_\_\_\_\_  
Phone: 918.286.4658 Comments: \_\_\_\_\_  
Fax: 918.286.4018 \_\_\_\_\_  
Email: [kevin.catlett@cox.com](mailto:kevin.catlett@cox.com) \_\_\_\_\_

**City of BA** **Barney Campbell** Signature: \_\_\_\_\_  
Phone: 918.259-2400 EX 7426 Comments: \_\_\_\_\_  
Email: [bcampbell@brokenarrowok.gov](mailto:bcampbell@brokenarrowok.gov) \_\_\_\_\_

**GUIDELINES FOR SUBMITTAL OF APPLICATION FOR: ENCROACHMENT(S); CLOSING/VACATING AN EASEMENT(S), RIGHT-OF-WAY(S); VACATION OF PLAT**

Confirm the following was submitted with application, incomplete applications will not be processed:

- Parcel number (required-obtain from County Tax Bill)
- Detailed description of reason for request (PDF or hard copy and word doc./email)
- Original Legal documents signed and executed by all relevant parties (templates available upon request)
  - All documents with legal descriptions must have stamp and *original signatures* of licensed Land Surveyor
  - All signatures, seals, and stamps must not encroach into the 1 (one ) inch margins on documents
- Survey depicting the entire property
  - Survey of entire easement, encroachment or right-of-way
  - Survey of portion to be closed and/or vacated or encroached
- Location Map using Broken Arrow Street names
- Legal description AND address of the subject property
- Legal description of entire easement, encroachment and/or public right-of-way
- Legal description of the portion of the easement, encroachment and/or right-of-way requested to be closed and /or vacated, or encroached
  - Legal descriptions must be submitted (email) in WORD format
  - Email PDF's AND required word doc as requested per application ([mhilton@brokenarrowok.gov](mailto:mhilton@brokenarrowok.gov))

**Fee: Per Manual of Fees**

Closure of Easement(s) and Right of Way:

- \$1,000.00 (non-refundable) for proposed construction
- \$ 500.00 (non-refundable) for existing encroachments
- \$1,000.00 (non-refundable) for General

Encroachment Agreement:

- \$ 500.00 (non-refundable)

Vacation of Plat:

- \$ 500.00 (non-refundable)

Notice of Easement or Right of Way Closing: \$6.00 per mailing (when applicable)

CITY STAFF TO COMPLETE THIS SECTION

DATE REC'D: \_\_\_\_\_ REC'D BY: \_\_\_\_\_ FEE: \_\_\_\_\_

PROJECT NAME (IF APPLICABLE): \_\_\_\_\_

CITY COUNCIL DATE: PREVIEW ORDINANCE: \_\_\_\_\_ ORDINANCE: \_\_\_\_\_

NOTES: \_\_\_\_\_

Received Date

(Date Stamp Here)