

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: City Development Department

AGENDA DATE: Introduction: 09/23/14
Public Hearing: 09/30/14

CONTACT PERSON/PHONE: Alfredo Austin, (915) 212-1604, austinaj@elpasotexas.gov

DISTRICT(S) AFFECTED: District 8

SUBJECT:

An Ordinance vacating a portion of Cliff Drive Right-of-Way and a portion of Golden Hill Terrace Right-of-Way, adjacent to Lot 1, Block 1, City View Subdivision, City of El Paso, El Paso County, Texas (District 8).

BACKGROUND / DISCUSSION:

See attached.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

N/A

BOARD / COMMISSION ACTION:

Development Coordinating Committee (DCC) recommends approval
City Plan Commission (CPC) unanimously recommended approval on May 8, 2014

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) N/A

FINANCE: (if required) N/A

DEPARTMENT HEAD: Mathew S. McElroy
Director - City Development Department

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____



City Development Department

Mayor
Oscar Leaser

City Council

District 1
Ann Morgan Lilly

District 2
Larry Romero

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Claudia Ordaz

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager
Tommy Gonzalez

TO: The Honorable Mayor and City Council
Tommy Gonzalez, City Manager

FROM: Alfredo Austin, Planner

DATE: September 15, 2014

SUBJECT: Cliff Street Right-of-Way Vacation

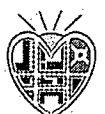
This vacation will correct a long-term encroachment of a rockwall into the Right-of-Way on Cliff Drive and Golden Hill Terrace. The applicant has paid 10% of the property value in accordance with City Council resolution dated February 21, 2012. The encroachment area consists of 644 squared feet (.0148 acres) of Right-of-Way.

The City Plan Commission unanimously recommended approval of the proposed vacation at their meeting on May 8, 2014. There was no public comment.



City Development Department
801 Texas Avenue | El Paso, Texas 79901 | (915) 212-0083
CityDevelopment@elpasotexas.gov

Dedicated to Outstanding Customer Service for a Better Community



ORDINANCE NO. _____

AN ORDINANCE VACATING A PORTION OF CLIFF DRIVE RIGHT-OF-WAY AND A PORTION OF GOLDEN HILL TERRACE RIGHT-OF-WAY, ADJACENT TO LOT 1, BLOCK 1, CITY VIEW SUBDIVISION, CITY OF EL PASO, EL PASO COUNTY, TEXAS

WHEREAS, the abutting property owner whose address is 1700 Cliff Drive has requested vacation of parcels of land being a portion of Cliff Drive Right-of-Way and a portion of Golden Hill Terrace Right-of-Way, adjacent to Lot 1, Block 1, City View Subdivision, City of El Paso, El Paso County, Texas; and,

WHEREAS, after public hearing the City Plan Commission recommended that a portion of Cliff Drive Right-of-way and a portion of Golden Hill Terrace Right-of-Way, adjacent to Lot 1, Block 1, City View Subdivision, City of El Paso, El Paso County, Texas, should be vacated and the City Council finds that said portion of right-of-way is not needed for public use and should be vacated as recommended;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That a determination has been made that it is in the best interest of the public that a portion of Cliff Drive Right-of-Way, which is more fully described in the attached survey and metes and bounds description, identified as Exhibit "A" and made a part hereof by reference; and a portion of Golden Hill Terrace Right-of-Way, which is more fully described in the attached survey and metes and bounds description, identified as Exhibit "B" and made a part hereof by reference; and adjacent to Lot 1, Block 1, City View Subdivision, City of El Paso, El Paso County, Texas; is not needed for public use and is vacated.

In addition, the City Manager is authorized to sign an instrument quitclaiming all of the City's right, title and interest in and to such vacated property to **E.P. Cliff, LLC**.

PASSED AND APPROVED this _____ day of _____, 2014.

THE CITY OF EL PASO

Oscar Leaser
Mayor

(Signatures continued on following page)

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO CONTENT:

Mathew S. McElroy, Director
City Development Department

APPROVED AS TO FORM:


Karla M. Nieminen
Assistant City Attorney

(Quitclaim Deed on following page)

Notice of Confidentiality Rights: If you are a natural person, you may remove and/or strike any of the following information from this instrument before it is filed for record in the public records: Your social security number or your driver's license number.

QUITCLAIM DEED

STATE OF TEXAS)
)
COUNTY OF EL PASO)

KNOW ALL MEN BY THESE PRESENTS:

The City of El Paso ("Grantor"), for adequate consideration to Grantor in hand paid and agreed to be performed by E.P. Cliff, LLC ("Grantee"), has GRANTED, SOLD and CONVEYED and by these presents does hereby GRANT, SELL AND CONVEY unto E.P. Cliff, LLC certain "Property" which was vacated, closed, and abandoned by Ordinance No. _____, passed and approved by the City Council of the City of El Paso and described as a portion of Cliff Drive Right-of-Way and a portion of Golden Hill Terrace Right-of-Way, adjacent to Lot 1, Block 1, City View Subdivision, City of El Paso, El Paso County, Texas situated in the County of El Paso, State of Texas, more fully described in the attached surveys and metes and bounds descriptions, identified as Exhibits "A" and "B" and incorporated herein for any and all purposes.

This conveyance is subject to the following (all references to recorded instruments pertain to the Real Property Records of El Paso County, Texas):

1. Restrictive covenants of Public Record.
2. Any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements.
3. Any existing utility easements including easements for the overhang of service wires, conduits and pipes for underground utilities.
4. Mineral reservations and/or mineral interests as set out in the Public Records.
5. Any and all unrecorded agreements, contracts and leases, and rights of parties therein.
6. All leases, grants, exceptions or reservations of coal, lignite, oil, gas and other minerals, together with all rights, privileges, and immunities relating thereto, appearing in the Public Records whether listed or not.
7. Rights of parties in possession.

TO HAVE AND TO HOLD the Property together with all and singular the rights and appurtenances thereto in any way belonging unto Grantee, Grantee's successors and assigns

forever. This conveyance is made without any warranties, express or implied, and the Property is conveyed to Grantee in an "AS IS" condition, with all faults.

AS A MATERIAL PART OF THE CONSIDERATION FOR THIS DEED, GRANTEE AGREES THAT GRANTEE IS TAKING THE PROPERTY AS IS, WITH ALL FAULTS, AND AS PART OF GRANTEE'S ACCEPTANCE OF TITLE WITH ANY AND ALL LATENT AND PATENT DEFECTS, AND THAT THERE ARE NO WARRANTIES BY GRANTOR THAT THE PROPERTY HAS A PARTICULAR FINANCIAL VALUE OR IS FIT FOR ANY PARTICULAR PURPOSE. GRANTEE ACKNOWLEDGES AND STIPULATES THAT GRANTEE IS NOT RELYING ON ANY REPRESENTATION, STATEMENT, OR OTHER ASSERTION WITH RESPECT TO THE PROPERTY CONDITION BUT IS RELYING ON GRANTEE'S EXAMINATION OF THE PROPERTY. GRANTEE TAKES THE PROPERTY WITH THE EXPRESS UNDERSTANDING AND STIPULATION THAT THERE ARE NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND.

IN WITNESS WHEREOF, this instrument is executed on this the _____ day of _____, 2014.

ATTEST:

CITY OF EL PASO

Richarda Duffy Momsen
City Clerk

Tomás González
City Manager

APPROVED AS TO CONTENT:

APPROVED AS TO FORM:

Mathew McElroy, Director
City Development Department


Karla M. McElroy
Assistant City Attorney

(Acknowledgement on following page)

ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY OF EL PASO

Before me on this day personally appeared Tomás González, as City Manager of the City of El Paso, a municipal corporation, subscribed to the foregoing instrument and acknowledged to me that he executed the instrument by proper authority, for the purposes and consideration expressed therein and in the capacity stated in the instrument.

Given under my hand and seal of office this _____ day of _____, 2014.

NOTARY PUBLIC, STATE OF TEXAS

(Print or Stamp Name of Notary)

My commission expires: _____

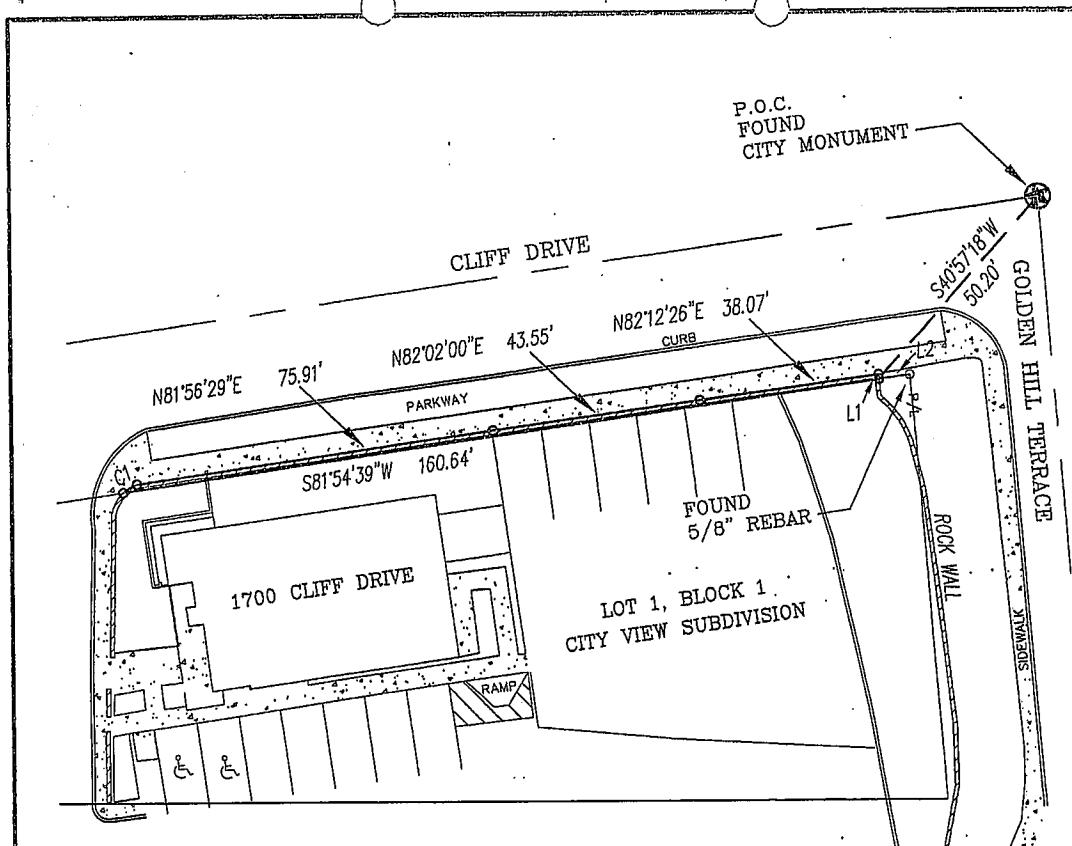
AFTER FILING RETURN TO:

**E. P. Cliff, LLC
1700 Cliff Drive
El Paso, TX 79902**

With copy to:

**City Development Department
Planning Division
P.O. Box 1890
El Paso, TX 79950-1890**

3491



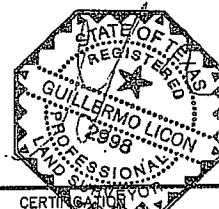
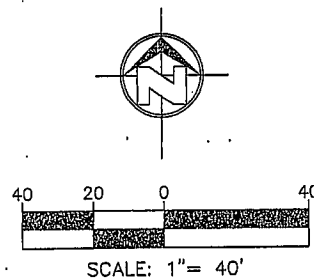
LINE TABLE		
LINE	LENGTH	BEARING
L1	1.00'	S07°22'55\"E
L2	6.45'	N81°54'39\"E

CURVE TABLE						
CURVE	LENGTH	RADIUS	TANGENT	CHORD	BEARING	DELTA
C1	3.41	8.13	1.73	3.39	N59°02'55\"E	24°04'21\"

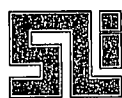
NOTES:
1. A METES AND BOUNDS DESCRIPTION OF EVEN DATE ACCOMPANIES THIS PLAT OF SURVEY

Copyright 2009 SLI Engineering, Inc.

This map and survey are being provided solely for the use of The City of El Paso and no license has been created, expressed or implied, to copy the surveys and/or map(s) except as necessary in conjunction with the original transaction. This transaction shall be effective within six (6) months from the date hereon Feb. 20, 2014.



PLAT OF SURVEY



SLI ENGINEERING, INC.
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS
6600 WESTWIND DRIVE
EL PASO, TEXAS 79912
915-584-4457

JOB #: 06-14-3491 DR. BY: BW

SCALE: 1"=40' DWG.: PROJECT SURVEY
14-2491 TWO CITY VIEWS
CITY VIEW-ANGLE PARKING LOTS

DATE: 02/20/2014

A PORTION OF
THE RIGHT OF WAY OF
CLIFF DRIVE
CITY OF EL PASO,
EL PASO COUNTY, TEXAS

PLAT REFERENCE
DOCUMENT# 20080067796

CERTIFICATE OF SURVEY
I HEREBY CERTIFY THAT THE FOREGOING
BOUNDARY SURVEY WAS PERFORMED
UNDER MY SUPERVISION AND IS TRUE AND
CORRECT TO THE BEST OF MY KNOWLEDGE
AND BELIEF.

GUILLERMO LICON, R.P.L.S.
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS LICENSE NO. 2998

PROPERTY DESCRIPTION

Property Description: A portion of the apparent 65 foot wide right of way of Cliff Drive, City of El Paso, El Paso County, Texas.

METES AND BOUNDS DESCRIPTION

The parcel of land herein described is a portion of the apparent 65 foot wide right of way of Cliff Drive lying adjacent to the property whose address is 1700 Cliff Drive, said property being a portion of Lot 1, Block 1, City View Subdivision, an addition to the City of El Paso, El Paso County, Texas, according to the plat of said subdivision recorded in Document No. 20080067796, Real Property records of El Paso County, said parcel being more particularly described by metes and bound as follows,

COMMENCING at the City Monument(Star) found at the centerline intersection of Cliff Drive and Golden Hill Terrace Street; THENCE South $40^{\circ} 57' 18''$ West a distance of 50.20 feet to the TRUE POINT OF BEGINNING of the parcel herein described;

THENCE, South $81^{\circ} 54' 39''$ West, along the southerly right of way line of Cliff Drive, a distance of 160.64 feet to a point in the face of a rock wall;

THENCE, along said rock wall, a distance of 3.41 feet along the arc of a curve to the right having a radius of 8.13 feet, a central angle of $24^{\circ} 04' 21''$, and a chord that bears North $59^{\circ} 02' 55''$ East for a distance of 3.39 feet to a point;

THENCE, North $81^{\circ} 56' 29''$ East, continuing along said rock wall, a distance of 75.91 feet to a point;

THENCE, North $82^{\circ} 02' 00''$ East, continuing along said rock wall, a distance of 43.55 feet to a point;

THENCE, North $82^{\circ} 12' 26''$ East, continuing along said rock wall, a distance of 38.07 feet to a point;

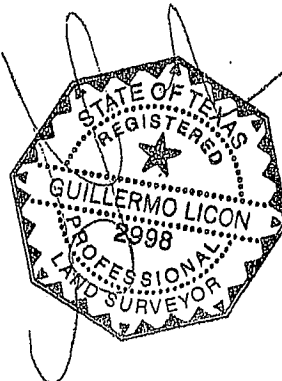
THENCE, South $07^{\circ} 22' 55''$ East, a distance of 1.00 foot to the TRUE POINT OF BEGINNING of the parcel herein described containing 196 square feet or 0.0045 acres of land MORE OR LESS.

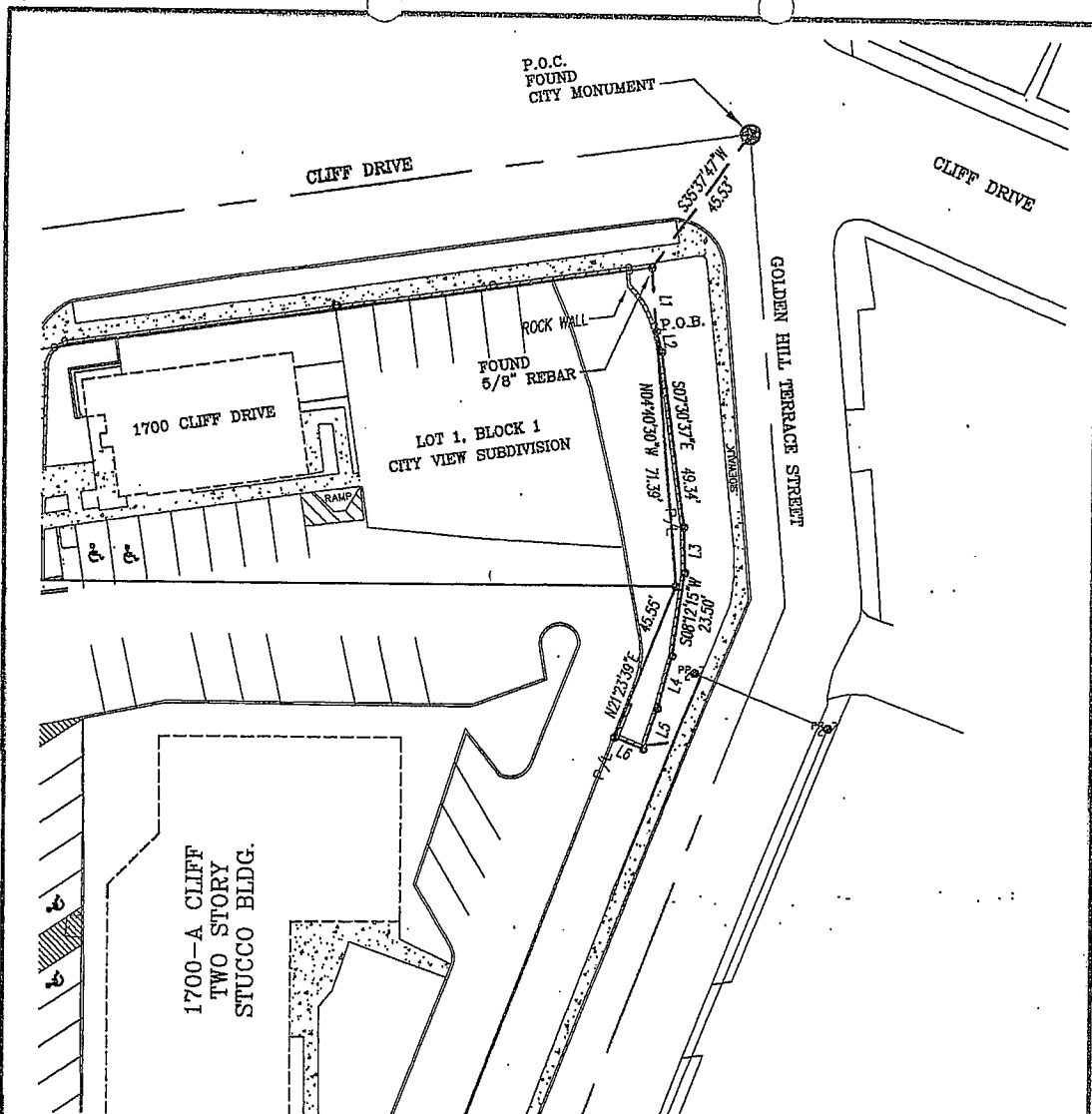
AN EXHIBIT OF EVEN DATE ACCOMPANIES THIS METES AND BOUND DESCRIPTION.

SLI ENGINEERING, INC.
Consulting Engineers – Land Surveyors.

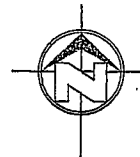
Guillermo Licon
Registered Professional Land Surveyor
Texas License No. 2998

February 19-, 2014
Job # 06-14-3491





LINE TABLE		
LINE	LENGTH	BEARING
L1	17.75'	S04°40'30\"E
L2	5.90'	S14°46'45\"E
L3	12.80'	S01°28'18\"E
L4	15.24'	S14°46'47\"W
L5	11.93'	S18°30'03\"W
L6	8.65'	N68°36'21\"W



SCALE: 1" = 40'

- NOTES:
1. A METES AND BOUNDS DESCRIPTION OF EVEN DATE ACCOMPANIES THIS PLAT OF SURVEY

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PLAT OF SURVEY - EXHIBIT

SLI ENGINEERING, INC.
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS
6600 WESTWIND DRIVE
EL PASO, TEXAS 79912
915-564-4457

JOB # 06-14-3491 DR. BY: BW

SCALE: 1"=40' DWG.: 11-3491 1700 CLIFF DRIVE OTHER-ANGLE-PARKING

DATE: 02/28/2014

A PORTION OF
THE RIGHT OF WAY OF
GOLDEN HILL TERRACE
CITY OF EL PASO,
EL PASO COUNTY, TEXAS

PLAT REFERENCE
DOCUMENT# 20080067796

CERTIFICATION
I HEREBY CERTIFY THAT THE FOREGOING
PLAT OF BOUNDARY WAS PERFORMED
UNDER MY SUPERVISION AND IS TRUE AND
CORRECT TO THE BEST OF MY KNOWLEDGE
AND BELIEF.

GUILLERMO LICON, R.P.L.S.
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS LICENSE NO. 2998

PROPERTY DESCRIPTION

Property Description: A portion of the apparent 60' right of way of Golden Hill Terrace Street, City of El Paso, El Paso County, Texas.

METES AND BOUNDS DESCRIPTION

The parcel of land herein described is a portion of the apparent 60 foot wide right of way of Golden Hill Terrace Street lying adjacent to the property whose address is 1700-A Cliff Drive, said property being a portion of Lot 1, Block 1, City View Subdivision, an addition to the City of El Paso, El Paso County, Texas, according to the plat of said subdivision recorded in Document No. 20080067796, Real Property records of El Paso County, said parcel being more particularly described by metes and bound as follows,

COMMENCING at the City Monument(Star) found at the centerline intersection of Cliff Drive and Golden Hill Terrace Street; THENCE South $35^{\circ} 37' 47''$ West a distance of 45.53 feet to a $5/8''$ rebar found at the intersection of the southerly right of way line of Cliff Drive and the westerly right of way line of Golden Hill Terrace Street; THENCE South $04^{\circ} 40' 30''$ East, along the westerly right of way line of Golden Hill Terrace Street, a distance of 17.75 feet to the TRUE POINT OF BEGINNING of the parcel herein described;

THENCE, South $14^{\circ} 46' 45''$ East, along the face of a rock wall, a distance of 5.90 feet to a point;

THENCE, South $07^{\circ} 30' 37''$ East, continuing along said rock wall, a distance of 49.34 feet to a point;

THENCE, South $01^{\circ} 28' 18''$ East, continuing along said rock wall, a distance of 12.80 feet to a point;

THENCE, South $08^{\circ} 12' 15''$ West, continuing along said rock wall, a distance of 23.50 feet to a point;

THENCE, South $14^{\circ} 46' 47''$ West, continuing along said rock wall, a distance of 15.24 feet to a point;

THENCE, South $18^{\circ} 30' 03''$ West, continuing along said rock wall, a distance of 11.93 feet to a point;

THENCE, North $68^{\circ} 36' 21''$ West, continuing along said rock wall, a distance of 8.65 feet to a point in the westerly right of way line of Golden Hill Terrace Street;

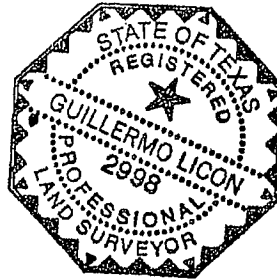
THENCE, North 21° 23' 39" East, along said right of way line, a distance of 45.55 feet to a point;

THENCE, North 04° 40' 30" West, continuing along said right of way line, a distance of 71.39 feet to the TRUE POINT OF BEGINNING of the parcel herein described containing 448 square feet or 0.0103 acres of land MORE OR LESS.

A PLAT OF SURVEY OF EVEN DATE ACCOMPANIES THIS METES AND BOUNDS DESCRIPTION.

SLI ENGINEERING, INC.
Consulting Engineers—Land Surveyors

Guillermo Licon
Registered Professional Land Surveyor
Texas License No. 2998



February 28-, 2014
Job # 06-14-3491



City of El Paso – City Plan Commission Staff Report

Case No: SURW14-00002 Cliff Street Vacation
Application Type: Street ROW Vacation
CPC Hearing Date: May 8, 2014
Staff Planner: Alfredo Austin, 915-212-1604, austinaj@elpasotexas.gov

Location: 1700 Cliff Drive
Acreage: .0148 acres
Rep District: 8
Existing Use: Street right-of-way
Existing Zoning: G-MU (General Mixed Use District)
Proposed Zoning: G-MU (General Mixed Use District)

Property Owner: E.P. Cliff
Applicant: E.P. Cliff
Representative: SLI Engineering

SURROUNDING ZONING AND LAND USE

North: C-1 (Commercial) / Commercial Development
South: G-MU (General Mixed Use District) / Vacant
East: A-O (Apartment/Office) / Offices
West: G-MU (General Mixed Use District) / Vacant

PLAN EL PASO DESIGNATION: G3, Post-War / G2, Traditional Neighborhood (Walkable)

APPLICATION DESCRIPTION

The applicant is proposing to vacate a portion of Cliff Drive right-of-way measuring approximately 1 foot by 160 feet and a portion of Golden Hill Terrace right-of-way that varies in width between 1 foot - 8.65 feet and is approximately 117 feet in length, in order to correct an existing rock wall encroachment.

DEVELOPMENT COORDINATING COMMITTEE

The Development Coordinating Committee recommends **approval** of Cliff Street Vacation subject to the following comments and conditions:

Planning Division Recommendation:

Staff recommends **approval**.

City Development Department - Land Development

We have reviewed subject plats and recommend **Approval**. The Developer/Engineer needs to address the following comments:

Parks and Recreation Department

We have reviewed **Cliff Street**, a street ROW vacation survey map and offer “No” objections to this proposed street vacation request.

El Paso Water Utilities

1. The El Paso Water Utilities does not object to the proposed vacation.

Water:

2. There is an existing 6-inch diameter water main extending along Golden Drive that is available for service, the water main is located approximately 5-ft north from the center line of the right-of-way.

3- EPWU records indicate two water services and a fire line serving the subject property a ¾-inch, 2-inch and 4-inch respectively. The service address for these meters is 1700 E. Cliff Drive.

Sanitary Sewer:

4. There is an existing 8-inch diameter sanitary sewer main extending along Cliff Drive that is available for service, the sewer main is located approximately 5-ft south from the center line of the right-of-way.

General:

5. EPWU requires a new service application to provide service to the property. New service applications are available at 1154 Hawkins, 3rd floor and should be made 6 to 8 weeks in advance of construction to ensure water for construction work. A site plan, utility plan, grading and drainage plans, landscaping plan, the legal description of the property and a certificate-of-compliance are required at the time of application. Service will be provided in accordance with the current EPWU – PSB Rules and Regulations. The applicant is responsible for the costs of any necessary on-site and off-site extensions, relocations or adjustments of water and sanitary sewer lines and appurtenances.

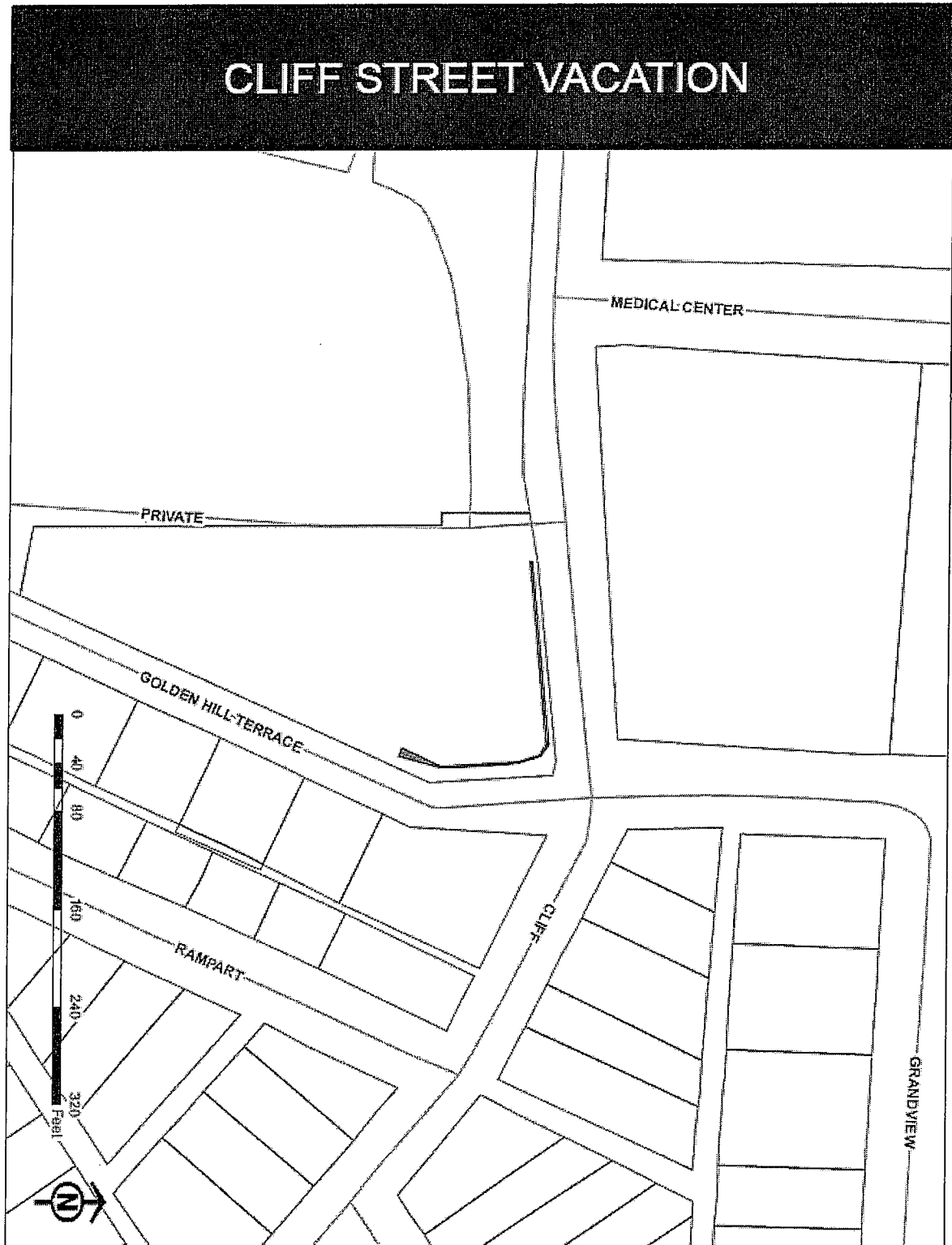
911:

No comments received.

Attachments

1. Location map
2. Aerial map
3. Survey
4. Application

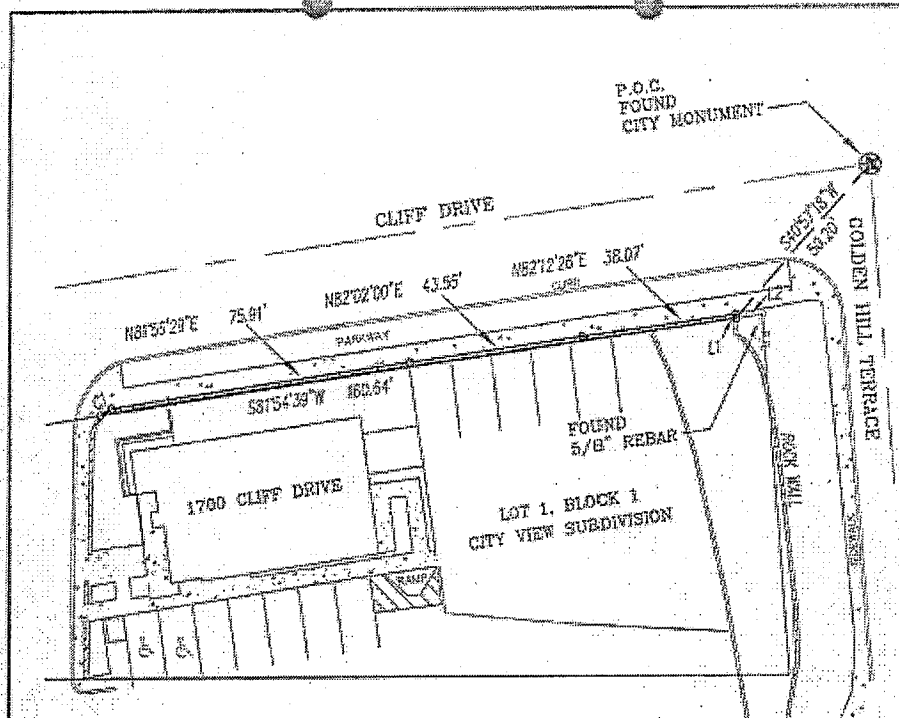
ATTACHMENT 1



ATTACHMENT 2



ATTACHMENT 3



LINE TABLE		
LINE	LENGTH	BEARING
L1	1.00'	S07°22'55"E
L2	0.45'	N81°54'39"E

CURVE TABLE					
CURVE	LENGTH	RADIUS	TANGENT	CHORD	DELTA
C1	3.41	8.13	1.73	3.39	N59°02'55"E 24°04'21"



SCALE: 1" = 40'

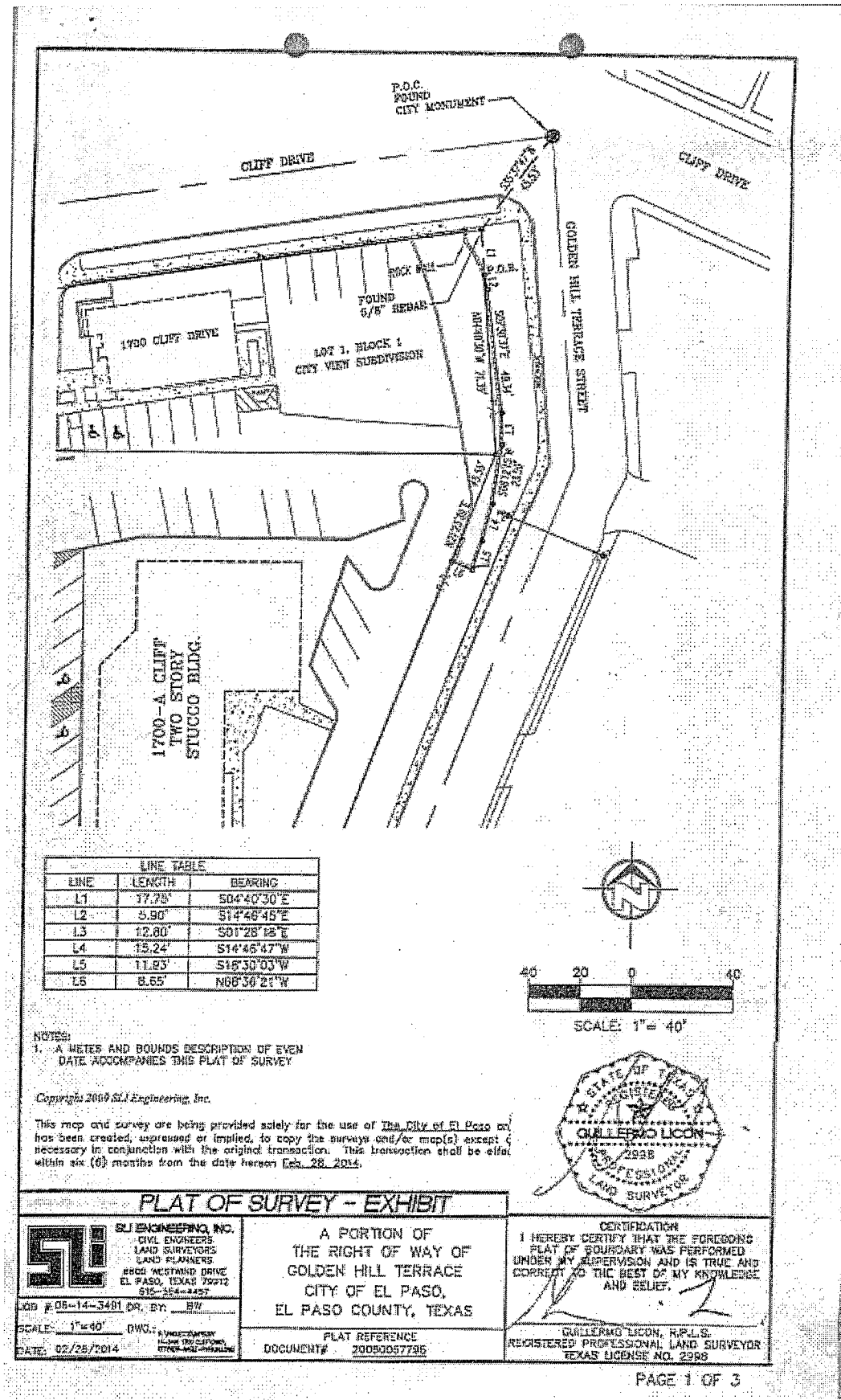
NOTES:
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PLAT OF SURVEY SLJ ENGINEERING, INC. CIVIL ENGINEERS LAND SURVEYORS LAND PLANNERS 6608 WESTWIND DRIVE EL PASO, TEXAS 79912 915-884-4157		A PORTION OF THE RIGHT OF WAY OF CLIFF DRIVE CITY OF EL PASO, EL PASO COUNTY, TEXAS	I HEREBY CERTIFY THAT THE FOREGOING BOUNDARY SURVEY WAS PERFORMED UNDER MY SUPERVISION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. GUILLERMO LEON, R.P.L.S. REGISTERED PROFESSIONAL LAND SURVEYOR TEXAS LICENSE NO. 2998
JOB # 08-16-3491 DR. BY BW SCALE: 1" = 40' DWS: F:\PROJECTS\08-16-3491\DWG\PLAT.DWG DATE: 02/20/2014	PLAT REFERENCE DOCUMENT# 20080067785		



ATTACHMENT 4



JURW14-00002

CITY OF EL PASO, TEXAS APPLICATION FOR VACATION PUBLIC EASEMENTS AND RIGHTS-OF-WAY

Date: 2/14/2014 File No. SURW14-00002

1. APPLICANT'S NAME E.P. CLIFF, L.L.C.
ADDRESS 1700 CLIFF ZIP CODE 799 TELEPHONE 373-1080

2. Request is hereby made to vacate the following: (check one)

Street ☐ Alley ☐ Easement ☐ Other ☒ WALL

Street Name(s) CLIFF Subdivision Name CITY VIEW SUBDIVISION

Abutting Blocks 1 Abutting Lot 1

3. Reason for vacation request: WALL IS ENCRDACHING ON RIGHT OF WAY

4. Surface Improvements located in subject property to be vacated:

None ☐ Paving ☐ Curb & Gutter ☐ Power Lines/Poles ☐ Fences/Walls ☒ Structures ☐ Other ☐

5. Underground Improvements located in the existing right-of-way:

None ☐ Telephone ☐ Electric ☐ Gas ☐ Water ☐ Sewer ☐ Storm Drain ☐ Other ☒ X/N/L

6. Future use of the vacated right-of-way:

Yards ☐ Parking ☐ Expand Building Area ☐ Replat with abutting Land ☐ Other WALL

7. Related Applications which are pending (give name or file number):

Zoning ☐ Board of Adjustment ☐ Subdivision ☐ Building Permits ☒ Other ☐

8. Signatures: All owners of properties which abut the property to be vacated must appear below with an adequate legal description of the properties they own (use additional paper if necessary).

Signature	Legal Description	Telephone
<u>[Signature]</u>		

The undersigned Owner/Applicant/Agent understands that the processing of this application will be handled in accordance with the procedure for Requesting Vacations and that no action on processing will be taken without payment of the non-refundable processing fee. It is further understood that acceptance of this application and fee in no way obligates the City to grant the Vacation. It is further understood that the fee, if the Vacation is granted will be determined by the City of El Paso and a Certified or Cashier's Check must be presented before the request will be recommended for Council action.

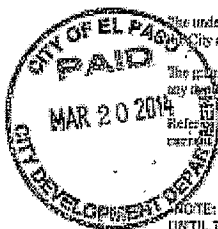
The undersigned acknowledges that he or she is authorized to do so, and upon the City's request will provide evidence satisfactory to the City confirming these representations.

The granting of a vacation request shall not be construed to be a waiver of or an approval of any violation of any of the provisions of any applicable City ordinances.

Refer to Schedule C for vacation fee.

OWNER SIGNATURE:

REPRESENTATIVE:



NOTE: SUBMITTAL OF AN APPLICATION DOES NOT CONSTITUTE ACCEPTANCE FOR PROCESSING UNTIL THE PLANNING DEPARTMENT REVIEWS THE APPLICATION FOR ACCURACY AND COMPLETENESS.

City Development Department
811 Texas | P.O. Box 1890 | El Paso, Texas 79936-1890 | (915) 543-4024