

PROCEDURES FOR VACATION OF PUBLIC ROAD

Acquire petition from Commissioner's office and review the procedures closely. If you have any questions concerning the road vacation procedures, please contact Rick Flory, see contact information below.

Take petition to Stark County Engineer's Office at the address shown below and have Engineering Department fill in the legal description of the roadway proposed to be vacated on the petition. Have Engineer's office determine if this is a township road. Acquire map from the Engineering Department showing roadway to be vacated.

Complete the front of the petition. If the Lines show a number use the directions below for the wording to use:

1. Insert "locating", "establishing", "altering", "widening", "straightening", "vacating", or "changing the direction of" the proposed improvement.
2. Insert "a part of" if the entire road is not being "altered", "widened", "straightened", "vacated", or "changing the direction of" the proposed improvement.
3. Leave BLANK if the road is on the State Highway System; the approval of the Director of Highways shall be received before proceeding further. See Sec. 5553.02 R.C.
4. Leave BLANK if the road is abandoned and not used for a period of twenty-one years.
5. This section will be completed by the Stark County Engineer's Office or private engineering firm with the general route and termini of the road.

If this is a township road please read Section 5553.04 (B) of the Ohio Revised Code included in this packet. Before the board of county commissioners can vacate a public road that is a township road you must first have the board of township trustees adopt a resolution approving the vacation. Include a copy of the board of township trustees' resolution with your petition and map.

The property owner filing the petition should sign first since they are the ones initiating the petition. Then circulate the petition to acquire signatures of at least twelve (12) property owners within ½ mile radius of the roadway to be vacated. A husband and wife may both sign on the petition and count as two signatures provided both their names appear on the deed and the wife signs her given name, Mary Smith rather than Mrs. John Smith. A renter cannot sign because they are not the property owner. Be sure to get extra signatures in case some are invalid.

File the completed petition, map and if applicable the township trustees' resolution with the Commissioners' Office, 110 Central Plaza South, Ste. 240, Canton, OH 44702. At the time of filing the petition a fee of \$125.00 will be required in order for the legal ad to be placed in a newspaper of general circulation in the county. The placing of the legal ad is part of the road vacation process. Make all checks payable to Stark County Treasury. Cash must be for exact amount.

The property owner filing the petition or representative should be present at the viewing and the hearing. All abutting property owners, township trustees, Department of Natural Resources and the County Engineer will be notified of the time and place of the viewing and hearing.

Board of Stark County Commissioners
110 Central Plaza South, Ste. 240
Canton, OH 44702

Attn: Jennifer Odey
Phone: (330) 451-7378
Email: jrodey@starkcountyohio.gov

Stark County Engineer's Office
1165 Southway Street S.W.
Canton, OH 44706

Attn: Daniel J. Houck, P.S.
Phone: (330) 477-6781
Email: djhouck@starkcountyohio.gov