

**PUBLIC ROAD PETITION**  
**INSTRUCTIONS TO PETITIONER**

Rev. 8/31/2017

1. FILL IN THE LINES ON THE FIRST PAGE. IF THE LINES SHOW A NUMBER, LOOK AT THE BOTTOM OF THE FIRST PAGE FOR THE WORDING TO USE.
2. PETITIONER IS RESPONSIBLE FOR OBTAINING A SURVEY AND PROVIDING A COMPLETE LEGAL DESCRIPTION OF THE ROAD INCLUDING THE TOWNSHIP NAME, COUNTY NAME, SECTION #, RANGE #, AND TOWNSHIP #.

ADDITIONALLY, A MAP HIGHLIGHTING THE ROAD IN QUESTION MUST BE ATTACHED TO THE PETITION.

3. THE PETITION MUST HAVE A **MINIMUM OF 12 SIGNATURES OF PROPERTY OWNERS** WHO LIVE IN THE VICINITY OF THE ROAD. A RENTER CANNOT SIGN AS HE/SHE IS NOT THE PROPERTY OWNER.

A HUSBAND AND A WIFE CAN EACH SIGN AND COUNT AS 2 SIGNATURES.

THE PETITIONER SHOULD SIGN FIRST SINCE THEY ARE THE ONES INITIATING THE PETITION.

THE PERSON SIGNING MUST STATE THEIR TAXING DISTRICT (TOWNSHIP) AND **PRINT THEIR NAME AND MAILING ADDRESS.**

4. SUBMIT PETITION AND **\$350.00 DEPOSIT** TO COMMISSIONERS' OFFICE.

ONCE THE COMMISSIONERS' OFFICE RECEIVES THE ABOVE, THE COMMISSIONERS WILL REVIEW.\* THE PETITION MUST BE ADVERTISED FOR 2 WEEKS (***AT PETITIONER'S COST AND PAID FROM DEPOSIT – USUALLY \$100- \$300***). TEN DAYS AFTER THE SECOND ADVERTISEMENT, THE COMMISSIONERS WILL VIEW THE ROAD. AFTER THE VIEWING A PUBLIC HEARING WILL BE CONDUCTED IN THE COMMISSIONERS' MEETING ROOM. THE PETITIONER SHOULD ATTEND THE VIEWING AND HEARING. THE COMMISSIONERS' DECISION WILL BE MADE EITHER AT THE HEARING OR WITHIN SEVEN (7) DAYS THEREAFTER.

A COPY OF THE INITIAL LEGAL NOTICE WILL BE FORWARDED TO THE PETITIONER, ABUTTING PROPERTY OWNERS, TOWNSHIP TRUSTEES, DEPARTMENT OF NATURAL RESOURCES AND THE COUNTY ENGINEER BEFORE THE VIEWING AND HEARING.

**\*NOTE:** *IF ANY PROPERTY MAY BE LANDLOCKED AS A RESULT OF THE PETITION, THE COMMISSIONERS WILL NOT APPROVE IT.*



**NAMES**  
Sign & Print

**ADDRESSES**  
Print

1. Sign (Petitioner): \_\_\_\_\_  
Print: \_\_\_\_\_

\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State ZIP  
Taxing District/Township: \_\_\_\_\_

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2. Sign: \_\_\_\_\_  
Print: \_\_\_\_\_

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Address  
\_\_\_\_\_  
City, State ZIP  
Taxing District/Township: \_\_\_\_\_

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3. Sign: \_\_\_\_\_  
Print: \_\_\_\_\_

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City, State ZIP  
Taxing District/Township: \_\_\_\_\_

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City, State ZIP  
Taxing District/Township: \_\_\_\_\_

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City, State ZIP  
Taxing District/Township: \_\_\_\_\_

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Taxing District/Township: \_\_\_\_\_

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City, State ZIP  
Taxing District/Township: \_\_\_\_\_

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Taxing District/Township: \_\_\_\_\_

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City, State ZIP

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City, State ZIP

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City, State ZIP

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City, State ZIP

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Taxing District/Township: \_\_\_\_\_

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City, State ZIP

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Taxing District/Township: \_\_\_\_\_

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Address

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City, State ZIP

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Taxing District/Township: \_\_\_\_\_

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15. Sign: \_\_\_\_\_

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Address

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City, State ZIP

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Taxing District/Township: \_\_\_\_\_

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16. Sign: \_\_\_\_\_

Print: \_\_\_\_\_

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Address

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City, State ZIP

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Taxing District/Township: \_\_\_\_\_