



CITY OF WINTER SPRINGS

COMMUNITY DEVELOPMENT DEPARTMENT

1126 STATE ROAD 434

WINTER SPRINGS, FL 32708

407-327-5966

FAX: 407-327-6695

VACATION & ABANDONMENT APPLICATION

- RIGHT OF WAY
- UTILITY EASEMENT
- DRAINAGE EASEMENT
- OTHER, PLEASE SPECIFY _____

APPLICANT: _____
Last First Middle

MAILING ADDRESS: _____

PHONE & EMAIL _____
City State Zip Code

If Applicant does NOT own the property:

PROPERTY OWNER: _____
Last First Middle

MAILING ADDRESS: _____

PHONE & EMAIL _____
City State Zip Code

This request is for the real property described below:

PROPERTY ADDRESS: _____

TAX PARCEL NUMBER: _____

SIZE OF PARCEL: _____
Square Feet Acres

EXISTING LAND USE: _____

Current FUTURE LAND USE Classification: _____

Current ZONING Classification: _____

Please state YOUR REQUEST: _____

The CITY COMMISSION shall render all final decisions regarding vacating and abandoning right of ways and easements and may impose reasonable conditions on any approved vacation and abandonment to the extent deemed necessary and relevant to ensure compliance with applicable criteria and other applicable provisions of the City Code and Comprehensive Plan. All formal decisions shall be based on competent substantial evidence and the applicable criteria as set forth in Chapter 20, Zoning. APPLICANTS are advised that if, they decide to appeal any decisions made at the meetings or hearings with respect to any matter considered at the meetings or hearings, they will need a record of the proceedings and, for such purposes, they will need to insure that a verbatim record of the proceedings is made, at their cost, which includes the testimony and evidence upon which the appeal is to be based, per 286.0105, Florida Statutes.

THE FOLLOWING ITEMS ARE TO BE SUPPLIED WITH THIS APPLICATION:

- A signed and sealed Boundary & Topographic SURVEY of the subject property, illustrating the location of the subject easement or right-of-way to be vacated or abandoned.
- A copy of the LEGAL DESCRIPTION of the property to be vacated.
- A legible MAP showing ADJACENT STREETS and ZONING AND LAND USE classifications on the ADJACENT PROPERTY.
- A LETTER from each utility provider, indicating that they have 'No Objection' to the proposed vacation or abandonment.
- JUSTIFICATION for the Request
- NAMES and ADDRESSES of each property owner within 150 ft. of each property line.
- Notarized AUTHORIZATION of the Owner,
IF the Applicant is other than the Owner or Attorney for the Owner (see below).
- APPLICATION FEES:

FEES are as SHOWN BELOW plus ACTUAL COSTS incurred for ADVERTISING or NOTIFICATION, and for REIMBURSEMENT for SERVICES required from the City Attorney, the City's Consulting Engineer, Planner, Architect, Landscape Architect, and Surveyor and other related technical and professional services needed in connection with the review and processing of this request, based on accounting submitted to City with letter of approval (payable prior to approval of the request) + Actual Cost.

| | | |
|------------------------------|-----------|--------------|
| RIGHT-OF-WAY | \$ | 300 |
| UTILITY OR DRAINAGE EASEMENT | \$ | 300 |
| OTHER ? PLEASE SPECIFY _____ | \$ | 300 |
| <hr/> | | |
| TOTAL DUE | \$ | _____ |

By submitting this application you hereby grant temporary right of entry for City officials to enter upon the subject property for purposes of evaluating this application.

FOR USE WHEN APPLICANT IS OWNER OF THE SUBJECT REAL PROPERTY:

This is to certify that I am the Owner in fee simple of subject lands described within this Application for consideration:

Signature of Owner

Sworn to and subscribed before me this
_____ day of _____ 20____.

Notary Public
My Commission expires:

_____ Personally Known
_____ Produced Identification:
(Type) _____
_____ Did take an Oath
_____ Did Not take and Oath

FOR USE WHEN APPLICANT IS NOT OWNER OF THE SUBJECT REAL PROPERTY:

I, _____ do hereby, with my notarized signature, allow
_____ to represent me in this Application related to my property. The
property is identified as: Tax Parcel Number(s) _____

Located at _____

Signature of Owner(s)

Sworn to and subscribed before me this
_____ day of _____ 20____.

Notary Public
My Commission expires:

_____ Personally Known
_____ Produced ID: (Type) _____
_____ Did take an Oath
_____ Did Not take and Oath
