



## ABANDONMENT REQUEST APPLICATION

APPLICANT/CONTACT PERSON: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

ADJACENT PROPERTY OWNER:  
(Abandonment of Land Only)

\_\_\_\_\_  
Name

OR

\_\_\_\_\_  
Address

PROPERTY OWNER:  
(Abandonment of Easement)

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

DESCRIPTION OF PROPOSED ABANDONMENT \_\_\_\_\_  
\_\_\_\_\_

REASON FOR REQUESTING ABANDONMENT \_\_\_\_\_  
\_\_\_\_\_

HOW DID CITY (COUNTY IF ANNEXED FROM) ACQUIRE THE PROPERTY (DEED, MAP,  
CONDEMNATION, PURCHASE)? \_\_\_\_\_  
\_\_\_\_\_

ITEMS TO SUBMIT:

- COPY OF CITY ACQUISITION DOCUMENT
- UTILITY COMPANY LETTERS AGREEING TO THE ABANDONMENT
- LEGAL DESCRIPTION AND PLAT (8 1/2 X 11)
- TITLE REPORT FOR RECEIVING PROPERTY (ABANDONMENTS OF LAND ONLY)

NOTE: AFTER APPROVAL, APPLICANT IS RESPONSIBLE FOR PROVIDING TYPED DEED  
UPON REQUEST BY THE CITY ENGINEER

FEE PAID: \_\_\_\_\_

DATE: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_