

**PETITION FOR RIGHT OF WAY/  
EASEMENT ABANDONMENT**

**CONTENTS:**

- 1) General Public Summary Information
- 2) Petition Form

**ACKNOWLEDGEMENT STATEMENT:**

I have received and read the Public Summary Information which outlines the procedures for a right-of-way easement abandonment.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**Note: This cover sheet must be submitted with the application.**

**PETITION FOR  
RIGHT-OF-WAY EASEMENT ABANDONMENT**

**PART I. APPLICANT INFORMATION**  
(Part I to be submitted in triplicate.)

1.	APPLICANT'S NAME _____ Address _____  Telephone No. (_____) _____ (If more than one applicant, please attach list and signatures.)
2.	CURRENT PROPERTY OWNER'S NAME(S) _____ Address _____  Telephone No. (_____) _____ (Provide for each owner of real property that is subject to petition; please attach list & signatures)
3.	AGENT'S NAME _____ Address _____  Telephone (_____) _____ (If more than one agent, please attach list.)
4.	REQUEST STATEMENT: I (We) _____ of _____ hereby petition The City of Maitland, Florida to review a request for:  _____ RIGHT-OF-WAY ABANDONMENT _____ EASTMENT ABANDONMENT
5.	APPLICATION CERTIFICATION: I certify that, to the best of my knowledge, the submitted information and statements are true and correct. (Attach Signatures as required)
	_____ Applicant Signature
	_____ Date

NOTE: Any desire to amend or withdraw application must be submitted in writing to the Public Works Department. If ownership of any part of or all of the real property subject to the petition shall change during the pendency of the petition, the petitioning owner who has conveyed said parcel of real property shall be required to immediately advise the Public Works Department .

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**Part II. Required Application Information**

1. **Fees.** (Payment required upon application submission.)  
Required Fee Payment: \$100.00
2. **Authorizations.** If the applicant or agent is other than the property owner, the applicant shall provide a notarized letter of authorization for each from the property owner.
3. **Reason for Request.** Describe why abandonment is requested and how the abandonment will benefit both the property owner and the City.

**Part III. Required Supplemental Information**

Seven (7) sets of all Supplemental Information is required.)

1. **Vicinity Map** Drawn to a noted scale and showing:
  - The location of the proposed right-of-way or easement to be abandoned;
  - Relationships to surrounding streets; and
  - Existing zoning and land use on the site and in a 500 foot radius of site.
2. **Copy of Plat or Survey** showing the portion thereof for which abandonment is sought,
3. **Legal Description** of ROW or easement to be abandoned.
4. **Letters of No Conflict** from all utility companies (including electric, gas, cable and telephone) and, if under the administration of Orange County, SJRWMD or the State, then provide letters of No Conflict from the appropriate jurisdiction.