

**PETITION FOR
ABANDONMENT OF PUBLICLY DEDICATED
RIGHTS-OF-WAY, STREET, OR ALLEY**

PROCEDURES

1. This application shall be used by the public when requesting the Board of County Commissioners to vacate or abandon rights-of-way, streets, or alleys dedicated to public use.
2. The applicant shall provide an accurate legal description of rights-of-way(s), street(s), or alley(s). An accurate legal description may be obtained from the Clerk of the Circuit Court (Recording Department). If the street, alley, or right-of-way is in a subdivision, the applicant shall provide a copy of the recorded subdivision plat.
3. Provide a copy of a deed and a letter of authorization if applicant is not owner.
4. Provide a signature and address of the applicant and list the property owners (if any) abutting that portion of the public right-of-way, street, or alley requested to be vacated.
5. A \$700.00 fee for recording, advertising, and administrative costs shall accompany the application and attachments. The check should be made payable to “Indian River County”.
6. Mail or hand deliver completed application to the Indian River County Planning Department, 1801 27th Street, Vero Beach, Florida 32960.

**Abandonment Checklist
All materials must be submitted to complete this application**

<u>MATERIAL</u>	<u>YES</u>	<u>NO</u>
\$700.00 (check payable to Indian River County)	_____	_____
Complete Application (page 2, attached)	_____	_____
Copy of Deed or Tax Bill	_____	_____
Copy of Plat (if platted)	_____	_____
Copy of survey, plat, sketch, or graphic showing area to be abandoned	_____	_____

Prior to formally applying for an abandonment request, county staff strongly encourages you to contact the Chief of Current Development (John W. McCoy, AICP / jmccoy@ircgov.com), The Public Works Director (Richard B. Szpyrka, P.E. / rszpyrka@ircgov.com), and the utility services department (Jesse Roland / jroland@ircgov.com), to ascertain any preliminary staff objections or comments regarding your proposed request. Staff also encourages you to contact any neighbors that could be affected. Such preliminary contacts with staff and neighbors may save you time and money.

Note: Later in the process, the applicant will be responsible for having a surveyor provide a legal description and sketch for the right-of-way, street, or alley abandonment area.

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_____, hereby petitions Indian River County to
(Print full name)

abandon _____, located in
(street, alley, road, etc.)

_____, starting at
(subdivision name, parcel ID#, or tract)

_____ and terminating at
_____ laying adjacent

to (or in) Block _____, Lot _____, Section _____, Township _____, Range _____, as recorded in
Plat Book _____, Page _____, Public Records of Indian River County, Florida.

The reason for this request is (should include intended use of property): _____

Applicants Name (Please Print): _____
Address: _____
Telephone: _____ E-mail: _____

Signature: _____ Date: _____

List of property owners abutting the portion of the road requested to be vacated (if any):

Name (Please Print): _____
Address: _____
Telephone: _____ E-mail: _____

Name (Please Print): _____
Address: _____
Telephone: _____ E-mail: _____

Name (Please Print): _____
Address: _____
Telephone: _____ E-mail: _____

Name (Please Print): _____
Address: _____

Telephone: _____ E-mail: _____