

**APPLICATION TO VACATE A STREET, ALLEY OR EASEMENT**

**FEE \$450.00**

**+PLUS**  
**Public Advertising Fee (\$29.00)**

1. Petitioner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_
2. The property to be vacated is known as: \_\_\_\_\_  
\_\_\_\_\_
3. Area of Property: \_\_\_\_\_ Square Feet \_\_\_\_\_ Acres
4. The Property is Located on the (Circle One) N. S. W. E. side of \_\_\_\_\_  
\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_
5. Present use of the Property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Proposed use of the Property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. State the reason for this request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. State the exact legal description of the Property to be vacated (attach  
additional sheet if needed) (Survey required)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PETITION TO VACATE A STREET, ALLEY OR EASEMENT**

TO: HONORABLE CITY COMMISSION OF CRESCENT CITY  
115 N. SUMMIT STREET  
CRESCENT CITY, FL 32112

We, the undersigned, being owners of the properties, adjoining and abutting \_\_\_\_\_

(Name of Street, Alley or Easement)

Hereafter described, respectively request and Petition the City Commission of Crescent City, Florida, to renounce, Quit Claim and disclaim any right of the City of the public in and to the following described street, alley or easement (State the exact Legal Description, attach separate sheet if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In support of said request, We, the Petitioners, respectively show:

1. That \_\_\_\_\_  
(Name of Street, Alley or Easement)  
is not included within the unincorporated portion of Putnam County, and lies entirely within the Incorporated Limits of the City of Crescent City.
  
2. That \_\_\_\_\_  
(Name of Street, Alley or Easement)  
is not part of any Federal, State, County or City roadway.
  
3. That \_\_\_\_\_  
(Name of Street, Alley or Easement)



**ABUTTING PROPERTY OWNER'S AFFIDAVIT**

STATE OF FLORIDA     )  
COUNTY OF PUTNAM    )     SS  
CITY OF CRESCENT CITY)

Before me, the undersigned authority personally appeared \_\_\_\_\_  
\_\_\_\_\_, who being by me first duly sworn on Oath,  
deposes and Says:

(1) That he is the Fee-Simple owner of the following described property  
to-wit (give legal description; (attach if insufficient space) (Survey Required) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(2) That he has no objection to the vacation of (give description of the  
area to be vacated): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Affiant (Owner's Signature)

Sworn to and subscribed before me  
this \_\_\_\_ day of \_\_\_\_\_ 200\_

\_\_\_\_\_  
Notary Public, State of Florida at Large

My Commission Expires: \_\_\_\_\_

## **SUBMITTAL REQUIREMENTS**

Twelve (12) copies of the following materials must be provided a minimum of 30 days prior to hearing date

1. Application
2. "Petition To Vacate", signed by at least two-thirds (2/3) of abutting property owners.
3. "Abutting Property Owner's Affidavits" (At least two-thirds (2/3) of the abutting property owners shall each sign an affidavit in order to be considered.
4. Vicinity Map, showing the location of the area to be Vacated in relation to the surrounding street system.
5. Legal Survey (12 copies), prepared by a Surveyor registered in the State of Florida, showing an accurate Legal Description of the area to be Vacated.
6. Filing Fee

List the owner's names and mailing addresses for all property lying within one square block surrounding the property legally described on page two of this application,

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City State Zip

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