



APPLICATION TO VACATE RIGHT OF WAY / EASEMENT

Engineering Services Department
 161 North Ross Street, Auburn, Alabama 36830
 (334) 501-7390 Fax: (334) 501-7294

Name of Applicant: _____ Date: _____

Mailing Address: _____ Phone number: _____

Site Address: _____ Email Address: _____

REASON FOR THE VACATION REQUEST: _____

TO BE SUBMITTED WITH THE APPLICATION:

	Petition to vacate signed by all adjacent land owners. Original executed document required.		Survey of proposed vacation. Digital PDF required.
	Current list of all adjacent land owners affected by the vacation.		Legal description of total vacation. Digital Word format required.
	Current deeds of adjacent property and property owners affected by the vacation.		Legal description of property divided evenly between adjacent land owners. Digital Word Format required.
	Declaration of vacation. Original executed document required.		Exhibit of total vacation and each individual division. Digital PDF required.

Only the legal land owner(s) or a proven authorized agent may request the vacation of right of way or easement. The City of Auburn reserves the right to approve or deny the request for the vacation of right of way or easement.

SIGNED: _____ DATE: _____

PRINT NAME: _____

Department Use only:

Received By:		Date:	
Request Approved:	Yes	No	Comment:

If the request is approved by the City Engineer, a Public Notice prepared by the City of Auburn will be provided for publication by the applicant.

Received By:		Date:	
Sent to City Council:		Approved:	Yes No
Resolution Number:			