

APPLICATION FOR THE ABANDONMENT, VACATION AND/OR CLOSURE  
OF ROAD RIGHT-OF-WAY

(I) or (We) \_\_\_\_\_, as  
Applicant, and \_\_\_\_\_,  
as Co-Applicant, **(IF APPLICABLE)** hereby request that the City Commissioners of the City of  
Lynn Haven, Florida, set a public hearing as provided by law and then vacate, abandon and  
close the following legally described City Road Right-Of-Way:

Property Location: \_\_\_\_\_

Legal description of property to be abandoned, vacated or closed (Required)

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(Continue legal description on a separate sheet, if necessary)

**If applicable, please fill in the following:**

In exchange for the abandonment, vacation or closure of the above, the City shall receive the  
following property:

Property Location: \_\_\_\_\_

Legal description of property to be given to the City (Required)

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(Continue legal description on a separate sheet, if necessary)

(I) or (We) understand that before a Notice of any public hearing is published in the newspaper (which must be at least two (2) weeks prior to the hearing considering the requested action), the Department of Development and Planning will be provided with the following:

1. A legal description and drawing of the property to be abandoned, closed or vacated, prepared by a certified surveyor, that clearly depicts the property and all abutting properties.
2. A letter from a title company indicating the names of the owners and/or lienholders of the real property abutting the right-of-way, street or easement.
3. A check made payable to the City of Lynn Haven, Florida, in the amount of \$500.00. Such fee is considered appropriate to defray costs of administrative review, legal review, publication of notice(s), recording of documents, and any other administrative expenses incurred in processing this Application.

However, if there is a problem with denying access to adjoining landowners, or, if any other complications arise in connection with this Application, the associated fees may be higher, with such fees being determined by the individual(s) providing the service(s).

(I) or (We) further understand that if the City of Lynn Haven decides to deny this Application, or, if the request is withdrawn by the Applicant(s), **NO** portion of the fee shall be refunded.

IN WITNESS WHEREOF, this Application was executed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Witness

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was executed before me by \_\_\_\_\_  
\_\_\_\_\_, who is personally known  
to me, or, who produced a \_\_\_\_\_ as  
identification, and stated that he/she signed this document for all intents and purposes as  
stated herein, on this \_\_\_\_\_ day of \_\_\_\_\_, 20 .

\_\_\_\_\_  
Notary Public

**IF APPLICABLE:**

IN WITNESS WHEREOF, this Application was executed this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Witness

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was executed before me by \_\_\_\_\_  
\_\_\_\_\_, who is personally known  
to me, or, who produced a \_\_\_\_\_ as  
identification, and stated that he/she signed this document for all intents and purposes as  
stated herein, on this \_\_\_\_\_ day of \_\_\_\_\_, 20 .

\_\_\_\_\_  
Notary Public

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**For internal use by City staff only:**

Date Application Received: \_\_\_\_\_

Internal File Number: \_\_\_\_\_

Amount of Fee Received: \_\_\_\_\_