



REQUEST TO VACATE EASEMENT OR RIGHT OF WAY

RETURN FORM ALONG WITH OTHER REQUIRED DOCUMENTS TO:

City of Athens
Attn: Public Works
1600 W Elm St
Athens, AL 35611

OR BY EMAIL: mgriffin@athensal.us

Person Making Request: _____

Company: _____

Address: _____ City & Zip: _____

Phone: _____ Email: _____

LOCATION OF PROPERTY: Lot _____ Block _____ Plat Book _____ Page No. _____

Subdivision: _____

Street Address: _____

A legal description of the easement and/or R.O.W will have to be provided by a licensed land surveyor in the State of Alabama. Applicant is required to pay for all legal advertisements and preparation fees for the City of Athens, AL City Attorney. Signing this document is an agreement to reimburse the City for these costs.

REASON FOR VACATING:

() Existing encroachment () Planned encroachment () Combining lots () Other

PLEASE EXPLAIN: _____

ALL ITEMS BELOW MUST BE DONE BEFORE REQUEST WILL BE ACCEPTED FOR REVIEW

- Please attach a copy of a drawing/survey showing the area(s) you wish to be vacated. Also send electronic copy of drawing to the email above.
- Please show encroachment dimensions, north arrow, and be as specific as possible
- Highlight the area(s) you wish to be vacated.
- Provide a signed approved drawing/survey/letter via a department representative with their concurrence abandoning the easement/R.O.W.

SIGNATURE OF REQUESTING PARTY

DATE

PRINT REQUESTING PARTY NAME