

**PETITION FOR
RELEASE OF PUBLICLY DEDICATED EASEMENT**

PROCEDURES

1. This application shall be used by the public when requesting the Board of County Commissioners to release an easement dedicated to public use (i.e. utilities, drainage).
2. The applicant shall provide a copy of a survey or plat showing the easement to be released. A legal description of the easement shall be provided if requesting a portion of the easement to be released.
3. The applicant shall also provide a copy of a deed and letter of authorization if the applicant is not owner.
4. The application shall bear the signature and address of the applicant and list the property owners (if any) abutting that portion of the public easement requested to be released.
5. A \$120.00 fee shall be paid for recording and administrative costs. The \$120.00 fee can apply for up to two easement releases if in the same subdivision and unit.
6. Easement releases on a series of contiguous lots (up to four lots in same Block, Unit and Subdivision) will be considered a single request requiring a \$120.00 fee. If a request involves several easement releases within a single subdivision, then an additional \$25.00 fee will be charged for every two additional easements. Generally one application form should be adequate for multiple easement release requests.
7. The application shall be mailed or hand deliver to the Indian River County Code Enforcement located at 1801 27th Street, Vero Beach, Florida 32960 (772-226-1249).

Easement Release Submittal Checklist

All materials must be submitted to complete this application

	<u>YES</u>	<u>NO</u>
\$120.00 fee (cash or check payable to Indian River County)	_____	_____
Completed Application (Page 2 Attached)	_____	_____
Copy of Deed or Tax Bill	_____	_____
Copy of Survey or Plat Showing Easement	_____	_____

NOTICE

Prior to formally applying for a release of easement, staff strongly encourages you to contact the planning division, public works department, the utility services department, road and bridge, and your Property Owners Association/Homeowner Association to ascertain any preliminary objections or comments regarding your proposed request. Such preliminary contacts may save you time and money.

**PETITION FOR
RELEASE OF PUBLICLY DEDICATED EASEMENT**

_____, hereby petitions Indian River County to
(Print Name)

release the: _____,
(description of easement / i.e. rear 10' drainage & utility, conversation, etc.)

located in/at _____.
(address, subdivision name, parcel ID #, or tract)

If requesting release of a portion of an easement, fill in section below and submit a legal description of area to be released:

Release easement starting at _____

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): _____

Mailing address: _____

Telephone #: _____ E-mail: _____

Signature: _____ Date: _____

List of property owners abutting portion of public easement requested to be released:

