

APPLICATION FOR VACATING
FLORIDA STATE STATUTES SECTIONS 336.09, 336.10, 177.101, and 125.37;
Ordinance No. 01-57;
Resolution 2013-166; and
Applicable sections of the Collier County Land Development Code

AVROW- Vacation of Road Right-of-Way, Road Name: _____

AVPLAT-Vacation of Plats or portions of plats of subdivided land

Name of Plat: _____ Plat Book: _____ Page(s): _____

AVESMT- The extinguishment of public dedicated easements recorded by separate instrument in the public records (other than on a subdivision plat), platted or unplatted land, except for public roads.

Official Record Book: _____ Page(s) _____

APPLICANT CONTACT INFORMATION

Name of Owner: _____

Name of Applicant if different than owner: _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

Name of Agent: _____

Firm: _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

PROPERTY INFORMATION

Address of Subject Property: _____ Parcel ID # _____

Legal Description: _____ Lot _____ Block _____ Tract _____

Section/Township/Range: _____ / _____ / _____

Current Zoning: _____

Note:

- 1) If applicant is a land trust, indicate the name of beneficiaries.
- 2) If applicant is a corporation other than a public corporation, indicate the name of the officers and major stockholders.
- 3) If applicant is a partnership, limited partnership or other business entity, indicate the name of the principals.
- 4) List all other owners.

ELECTRONIC SUBMITTAL REQUIREMENT CHECKLIST

This completed checklist is to be submitted with the application packet. **Incomplete submittals will not be accepted. For further explanation regarding the requirements for the Vacating Application, and the below checklist, refer to Resolution 2013-166.**

REQUIREMENTS FOR REVIEW:	ELECTRONIC DOCUMENTS	REQUIRED	NOT REQUIRED
Completed Application (download current form from the County website)	1		
Addressing Checklist signed by Addressing Department	1		
Complete application and all submittal documents in PDF format	1		
Fee Simple Deed	1		
Statement explaining the general public benefit from the proposed vacation	1		
Certificate showing all State and County taxes have been paid for subject parcel	1		
Assessment map depicting area of proposed vacation	1		
List of abutting and other property owners within 250 feet of the proposed vacation including their address and parcel number	1		
Site Plan on 8½" x 11" paper	1		
Sketch & legal description of what is to be vacated on 8½" X 11", labeled with a bold Exhibit "A" signed & sealed by hand or digitally	1		
Copy of the recorded subdivision plat	1		
Letter Authorizing representation, if the applicant isn't the owner	1		
Affidavit of Authorization signed and sealed	1		
Replacement easement documentations, if applicable	1		
If replacement easement is required by Collier County, provide a current attorney's Title Opinion or ownership & encumbrance report by a title company	1		
A copy of document that granted, conveyed or dedicated the easement to the County or public, for Vacations of Easement only	1		
Copy of document which granted, conveyed or dedicated the Right-of-Way to the County or public, for Vacation of Right-of-Way only	1		
Completed Property Ownership Disclosure Form (download current form from the County website)	1		
Reason for Request (required for AVROW applications only)	1		
REQUIREMENTS FOR RECORDING:			
Upon approval of application, signed with raised seal, two copies of Exhibit "A" will need to be submitted for Board approval and recording.	1		

AFFIDAVIT OF AUTHORIZATION

FOR PETITION NUMBERS(S) _____

I, _____ (print name), as _____ (title, if applicable) of _____ (company, if applicable), swear or affirm under oath, that I am the (choose one) ___ owner ___ applicant ___ contract purchaser and that:

1. I have full authority to secure the approval(s) requested and to impose covenants and restrictions on the referenced property as a result of any action approved by the County in accordance with this application and the Land Development Code;
2. All answers to the questions in this application and any sketches, data or other supplementary matter attached hereto and made a part of this application are honest and true;
3. I have authorized the staff of Collier County to enter upon the property during normal working hours for the purpose of investigating and evaluating the request made through this application; and that
4. The property will be transferred, conveyed, sold or subdivided subject to the conditions and restrictions imposed by the approved action.
5. We/I authorize _____ to act as our/my representative in any matters regarding this petition including 1 through 2 above.

***Notes:**

- If the applicant is a corporation, then it is usually executed by the corp. pres. or v. pres.
- If the applicant is a Limited Liability Company (L.L.C.) or Limited Company (L.C.), then the documents should typically be signed by the Company's "Managing Member."
- If the applicant is a partnership, then typically a partner can sign on behalf of the partnership.
- If the applicant is a limited partnership, then the general partner must sign and be identified as the "general partner" of the named partnership.
- If the applicant is a trust, then they must include the trustee's name and the words "as trustee."
- In each instance, first determine the applicant's status, e.g., individual, corporate, trust, partnership, and then use the appropriate format for that ownership.

Under penalties of perjury, I declare that I have read the foregoing Affidavit of Authorization and that the facts stated in it are true.

Signature

Date

STATE OF _____
COUNTY OF _____

THE FOREGOING PERFORMANCE BOND WAS ACKNOWLEDGED BEFORE ME BY MEANS OF
 PHYSICAL PRESENCE OR ONLINE NOTARIZATION THIS ____ DAY OF _____,
20_____, BY (NAME OF ACKNOWLEDGER) AS (TITLE) OF (NAME OF COMPANY) WHO IS
PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION.

Notary Public – State of _____

(Notary Seal)

Printed Name