



## ABANDONMENT OF PUBLIC RIGHT-OF-WAY/EASEMENT APPLICATION

### MINIMUM SUBMITTAL REQUIREMENTS:

- ☐ Abandonment of Public Right-of-Way/Easement Application Fee. **(Refer to the Planning and Development Fee Schedule for all applicable fees)**
- ☐ Application completed in full. This application form provided by the City of College Station must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- ☐ All exhibits processed (except for Exhibit No. 4, which will be processed by staff).
- ☐ Title report for property current within ninety (90) days or accompanied by a Nothing Further Certificate current within ninety (90) days. The report must include applicable information such as ownership, liens, encumbrances, etc.
- ☐ For unplatted property, a signed, sealed and dated metes and bounds description and a diagram of the property showing the location of the abandonment.
- ☐ For platted property, a copy of the plat showing the lot, block, subdivision, and recording information.

LOCATION OF RIGHT-OF-WAY/EASEMENT TO BE ABANDONED (include legal description):

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary contact for the project):

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

PROPERTY OWNER'S INFORMATION (ALL owners must be identified. Please attach an additional sheet for multiple owners):

Name \_\_\_\_\_ E-mail \_\_\_\_\_ Street Address: \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

*The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true and correct. IF THIS APPLICATION IS FILED BY ANYONE OTHER THAN THE OWNER OF THE PROPERTY, this application must be accompanied by a power of attorney statement of the owner. If there is more than one owner, all owners must sign the application or power of attorney. If the owner is a company, the application must be accompanied by proof of authority for the company's representative to sign the application on its behalf.*

\_\_\_\_\_  
Signature and title

\_\_\_\_\_  
Date

**TO THE MAYOR AND CITY COUNCIL OF THE CITY OF COLLEGE STATION:**

The undersigned hereby makes application for the abandonment of that portion of the above right-of-way particularly described in Exhibit No. 1, attached. In support of this application, the undersigned represents and warrants the following:

1. The undersigned will hold the City of College Station harmless, and indemnify it against all suits, costs, expenses, and damages that may arise or grow out of such abandonment.
2. Attached, marked Exhibit No. 1, is a sealed metes and bounds description of the area sought to be abandoned, prepared by a Registered Public Surveyor.
3. Attached, marked Exhibit No. 2, is a copy of a plat or detailed sketch of that portion of the public right-of-way/easement sought to be abandoned and the surrounding area to the nearest streets in all directions, showing the abutting lots and block, and the subdivision in which the above described right-of- way/easement is situated, together with the record owners of such lots.
4. Attached, marked Exhibit No. 3, is the consent of all public utilities to the abandonment.
5. Attached, marked Exhibit No. 4, is the consent of the City of College Station staff to the abandonment.
6. Attached, marked Exhibit No. 5, is the consent of all the abutting property owners, except the following: (if none, so state)

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Reason                      consent                      was                      not                      obtained:

If objecting, points of objection:

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Reason                      consent                      was                      not                      obtained:

If objecting, points of objection:

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Reason                      consent                      was                      not                      obtained:

If objecting, points of objection:

7. That the abandonment will not result in property that does not have access to public roadways or utilities because:

8. That there is no current public need or use for the easement or right-of-way because:

9. That there is no anticipated future public need or use for the easement or right-of-way because:

10. That all public utilities have access to serve current and future customers because:

11. Such public right-of-way/easement has been and is being used as follows:

I swear that all of the information contained in this application is true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Signature and title

\_\_\_\_\_  
Date

STATE OF TEXAS           §  
                                     §       ACKNOWLEDGEMENT  
COUNTY OF BRAZOS     §

Subscribed and sworn to before me, a Notary Public, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for  
the State of Texas

Application for Abandonment of  
a Public Right-of-Way/Easement

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

**EXHIBIT NO. 1**

Attached is a sealed copy of the metes and bounds description of the public right-of-way/easement situated in

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Addition/Subdivision to the City of College Station, Brazos County, Texas, sought to be abandoned.

Application for Abandonment of  
a Public Right-of-Way/Easement

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

**EXHIBIT NO. 2**

Attached is a copy of a plat or detailed sketch of the public right-of-way/easement sought to be abandoned in the above-mentioned application, showing the surrounding area to the nearest streets in all directions, abutting lots, the block or blocks in which the portion of the public right-of-way/easement sought to be vacated is situated, and the addition or subdivision in which the portion of the public right-of-way/easement sought to be abandoned is situated. Also, the names of record owners of the abutting lots are shown.

Application for Abandonment of  
a Public Right-of-Way/Easement

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

**EXHIBIT NO. 3**

The undersigned public utility companies, using or entitled to use, under the terms and provisions of our respective franchises with the City of College Station, that portion of the public right-of-way/utility easement sought to be abandoned in the Application for Abandonment above referred to, do hereby consent to the abandonment of the described portion thereof.

ATMOS ENERGY

By: \_\_\_\_\_

Title: \_\_\_\_\_

FRONTIER

By: \_\_\_\_\_

Title: \_\_\_\_\_

OPTIMUM

By: \_\_\_\_\_

Title: \_\_\_\_\_

BRYAN TEXAS UTILITIES

By: \_\_\_\_\_

Title: \_\_\_\_\_

WELLBORN SUD

By: \_\_\_\_\_

Title: \_\_\_\_\_

Application for Abandonment of  
a Public Right-of-Way/Easement

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

**EXHIBIT NO. 4**

The undersigned, City staff of the City of College Station, certify that they have carefully considered the Application for Abandonment of the public right-of-way/easement referred to above from the standpoint of City of College Station ordinances and with respect to present and future needs of the City of College Station and see no objection to the requested abandonment from the City's standpoint.

\_\_\_\_\_  
City Engineer  
City of College Station

\_\_\_\_\_  
Building Official  
City of College Station

\_\_\_\_\_  
Zoning Official  
City of College Station

\_\_\_\_\_  
Fire Marshal  
City of College Station

\_\_\_\_\_  
Electric Department  
City of College Station

\_\_\_\_\_  
Water Services Department  
City of College Station

\_\_\_\_\_  
Public Works Director  
City of College Station

Application for Abandonment of  
a Public Right-of-Way/Easement

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

**EXHIBIT NO. 5**

The undersigned, owners of property abutting upon that portion of the public right-of-way/easement named and described in the Application for Abandonment of a Public Right-of-Way/Easement referred to above, do hereby consent to such abandonment.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_