



**PLANNING DIVISION**

1600 Huntington Lane, Rockledge, FL 32955  
Phone: 321-221-7540 | Fax: 321-204-6356

**APPLICATION TO VACATE EASEMENT**  
(Please type or print clearly in blue or black ink)

To be completed by City Staff:

Application No. VE-\_\_\_\_\_

Date Submitted: \_\_\_\_\_

**Section 1. APPLICANT / PROPERTY OWNER(S) / AGENT INFORMATION:**

Name of Property Owner(s) \_\_\_\_\_

Residence Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax No. \_\_\_\_\_

Email Address \_\_\_\_\_

Name of Agent, if any \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax No. \_\_\_\_\_

Email Address \_\_\_\_\_

**Section 2. PROPERTY INFORMATION:**

Physical Address of Property \_\_\_\_\_

or, if not available, provide a general location (Example: NW corner of "A" and "B" Streets)

\_\_\_\_\_

Legal Description of Property: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ PB/PG: \_\_\_\_\_

Subdivision: \_\_\_\_\_

Or TOWNSHIP: \_\_\_\_\_ RANGE: \_\_\_\_\_ SECTION: \_\_\_\_\_ PARCEL #: \_\_\_\_\_

Parcel ID No. (assigned by Brevard County): \_\_\_\_\_

**Section 3. EASEMENT INFORMATION**

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

(Example: along East property line, running North and South)

Width of Existing Easement: \_\_\_\_\_

Number of Feet to be vacated: \_\_\_\_\_

Please indicate the purpose for which the easement, or a portion thereof, is to be vacated:

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

**Section 4. SIGNATURES OF OWNERS AND/OR AGENTS**

Sign Name (Property Owner):

\_\_\_\_\_

Print Name (Property Owner):

\_\_\_\_\_

Sign Name (Property Owner):

\_\_\_\_\_

Print Name (Property Owner):

\_\_\_\_\_

Sign Name (Agent):

\_\_\_\_\_

Print Name (Agent):

\_\_\_\_\_

**Section 5. UTILITY PROVIDERS**

The applicant or agent must contact each of the utility providers listed below to verify that there are no utilities installed within the easement and to receive a Letter of No Objection from each provider:

Utility	Provider	Contact Name	Phone Number	E-mail Address
Telephone	AT&T	Todd Sadowski	321-536-9172	<a href="mailto:ts3197@att.com">ts3197@att.com</a>
Gas	Florida City Gas	Holly Coombs	321-638-3419	<a href="mailto:hcoombs@southernco.com">hcoombs@southernco.com</a>
Electric	Florida Power & Light	Hayden McEachern	321-455-6109	<a href="mailto:Hayden.mceachern@fpl.com">Hayden.mceachern@fpl.com</a>
Water	City of Cocoa	Katherine D. Ennis, P.E.	321-433-8795	<a href="mailto:kennis@cocoafpl.org">kennis@cocoafpl.org</a>
Sewer	City of Rockledge	Jim Elmore	321-221-7540	<a href="mailto:jelmore@cityofrockledge.org">jelmore@cityofrockledge.org</a>
Cable	Spectrum	Angel Burgos	321-757-6455	<a href="mailto:Angel.burgos@charter.com">Angel.burgos@charter.com</a>

**Section 6. ATTACHMENTS AND EXHIBITS**

The following documents **must be** included when submitting the application package:

**As to Section 1.**

A copy of the recorded deed or other legal instrument indicating proof of ownership

If an agent is listed, a notarized letter or statement of authorization from the property owner(s) authorizing the agent to represent the owner(s) in connection with this application, OR a recorded Power of Attorney, Personal Representative Deed, Trustee Agreement, etc., in the agent's name.

**As to Section 2.**

If the property is not located within a platted subdivision, a metes and bounds description in both electronic and hard-copy formats.

**As to Section 3.**

A copy of a certified survey of the lot or parcel indicated in Section 1 showing the easement to be vacated.

**As to Section 5.**

Letters of No Objection from each of the utilities listed.

A check in the amount of \$300.00 payable to the City of Rockledge. This amount represents the filing fee.