

Abandonment Procedure

Meet with Planning & Engineering Departmental Staff - Recommended

Submittal Requirements:

1. Letter of request with contact information (name, address, phone number) for the petitioner and full description of project;
2. One completed and signed original copy of the Right-of-Way Abandonment Petition.
3. Letter of consent from the abutting property owners or Utility Agencies (for utility abandonments, •
4. Scaled Drawing (survey showing the ROW or easement to be abandoned, including a vicinity map. The survey shall be labeled Exhibit A and shall be signed and sealed by a duly licensed professional land surveyor. All drawings must be 8-1/2" by 11" or 11" by 17" in size. • Include Metes and Bounds description of the ROW to be abandoned; label adjacent owners on plat. The description shall be labeled Exhibit B and shall be signed and sealed by a duly licensed professional land surveyor, and
5. Publication Fees (\$0.65 per word) Resolution (2 runs); Ordinance (1-run)

Abandonment is reviewed by the City Engineer, City Surveyor and Planning Director for approval. Letters of concurrence are completed.

At the next regular or special meeting of the Council, the Council shall, by resolution, fix a day for the hearing of the petition and shall direct the city clerk to give notice of the meeting by publication once a week for two (2) consecutive weeks in the Jonesboro Sun Newspaper.

At the meeting of the Council as designated in the notice, any property owner affected by the petition shall be heard. The Council shall then determine whether, from the standpoint of public interest and welfare, the street, alley or easement should be vacated as proposed in the petition. However, no street or alley, or any portion thereof, shall be abandoned or vacated unless there has been filed with the Council the written consent of the owners of all lots abutting on the street or alley, or the portion thereof (or Utility Agency consent for Utility Easements), to be vacated.

If the Council shall find by a majority vote of its members that the petition should be granted, either in whole or in part, the decision of the Council shall be incorporated in an ordinance to that effect which shall be substantially as follows:

Abandonment Plat is Recorded

