



Updated March 2016

# CITY OF ALPHARETTA

## ROAD ABANDONMENT REQUEST FORM

Please check all information supplied on the following pages to ensure that all spaces are filled out completely and accurately and that all required supporting materials have been supplied before signing this form.

Please make your check payable to "City of Alpharetta". The application fee is \$400, which must be submitted at the time of application.

Remit 5 copies of this application, an electronic copy in a pdf. format on a flashdrive and fee to the Department of Community Development, 2 Park Plaza, Alpharetta, GA 30009. If you have questions, please contact the department by calling 678-297-6070.

### FOR OFFICE USE ONLY

Case # \_\_\_\_\_

Date In \_\_\_\_\_

Date Out \_\_\_\_\_

\$400 Fee Paid

### Applicant Information:

Contact Name \_\_\_\_\_

Company Name \_\_\_\_\_

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

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

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

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

### Property Information:

Current Road Name \_\_\_\_\_

Land Lot(s) \_\_\_\_\_ District / Section \_\_\_\_\_

The subject property for which abandonment is being requested is identified by (select one):

Survey Dated \_\_\_\_\_ Prepared By \_\_\_\_\_

Other Plat Specify \_\_\_\_\_

### Reason For Request:

In the space provided, please explain the reason for which you are requesting abandonment of the subject property. Please attach additional pages if necessary.

Please list all property owners, including address and telephone number, who have property abutting the subject road. Attach additional pages as necessary.

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list anyone, including address and telephone number, who presently resides on property abutting the subject road. Attach additional pages as necessary.

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In the space provided, please describe the efforts that you have undertaken to notify the aforementioned property owners and residents of your request to abandon the subject road. If such notification was in writing, please attach a sample of the letter or other document used. If such notification was mailed, please attach proof of mailing.

Is any of the property abutting the subject road for sale?	Yes	No	
Is the sale of the property contingent upon the road abandonment?	Yes	No	N/A

Is any portion of the subject road to be included in the sale of property?      Yes      No      N/A

Please describe the location and the acreage involved.

Is an alternate road proposed in lieu of the road to be abandoned? If "yes", please attach a site plan indicating the location of the proposed substitute road.      Yes      No

Will access be denied to any property as a result of this road abandonment? If "yes", please list these properties by address, including owner's name and telephone number. Attach additional sheets if necessary.      Yes      No

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

For properties that have frontage on the subject road, are there alternate points of access to enter and exit these properties? If yes, please identify alternate points of access for each property. Attach additional sheets if necessary.      Yes      No

Address	Alternate Access Point
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*Please provide ten (10) copies of a boundary survey showing the proposed road abandonment, all utility locations, existing rights-of-way, acreage and contiguous property owners. Include a location map on the survey and a legal description of the subject roadway.*

*Please be advised that the City of Alpharetta may require a traffic study and property appraisal in conjunction with this petition.*

