



ABANDONMENT APPLICATION

City of Liberty Community Development Department

1829 Sam Houston, Liberty, Texas 77575

Phone: 936-336-3684 | Fax: 936-334-0949 | Email: permits@cityofliberty.org

APPLICATION OF ABANDONMENT FOR

☐ Utility Easement (UE)

☐ Right-of-Way (ROW)

APPLICANT INFORMATION

Name: _____

Company Name: _____

Address: _____

Telephone: _____ Email: _____

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Name: _____

Company Name: _____

Address: _____

Telephone: _____ Email: _____

PROPERTY DESCRIPTION

Address: _____

Subdivision: _____ Tract _____

Block No. _____ OR Plat _____

Lot No. _____ Survey _____

REQUIREMENTS

1. Applicant must attach a letter stating the reasons for the abandonment **(EXHIBIT A)**.
2. Applicant must receive written approval from the city's Building Official and Public Works Director **(EXHIBIT B)**.
3. For unplatted property, applicant must attach a signed, sealed and dated metes and bounds description of the area proposed for abandonment **(EXHIBIT C)**.
4. For platted property, attach a signed, sealed and dated survey plat and legal description of the property **(EXHIBIT D)**.
5. Applicant must attach the consent to such abandonment of all the abutting/impacted property owners **(EXHIBIT E)**.

NOTICE AND SIGNATURE

The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true and correct. The applicant will hold the City of Liberty harmless, and indemnify it against all suits, costs, expenses, and damages that may arise or grow out of such abandonment.

Signature

Date

Updated 05-14-2021

EXHIBIT A

Please attach a letter stating why the right-of-way/easement should be abandoned.

EXHIBIT B

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

Public Works Director
City of Liberty

Building Official
City of Liberty

EXHIBIT C

Attached is a sealed copy of the metes and bounds description of the public right-of-way/easement situated in _____ Addition/Subdivision to the City of Liberty, Liberty County, Texas, sought to be abandoned. The metes and bounds description must be prepared by a Registered Public Surveyor.

EXHIBIT D

Attached is a survey plat showing the legal description of the property rights to be abandoned and the record owners and lot boundaries of all contiguous lots, and any easements or public facilities contained in the area proposed for abandonment. The survey must be prepared by a Registered Public Surveyor.

EXHIBIT E

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.

Property Owner Name (Printed): _____

Address: _____

Lot: _____ Block: _____ Addition: _____

Signature: _____ Date: _____

Property Owner Name (Printed): _____

Address: _____

Lot: _____ Block: _____ Addition: _____

Signature: _____ Date: _____

Property Owner Name (Printed): _____

Address: _____

Lot: _____ Block: _____ Addition: _____

Signature: _____ Date: _____

Property Owner Name (Printed): _____

Address: _____

Lot: _____ Block: _____ Addition: _____

Signature: _____ Date: _____

Note: Attach as many copies of this sheet as necessary