

Town Use Only
Application No: _____
Fee Paid: \$ _____
Receipt No: _____

**PORTION OF PLAT VACATION
REVIEW APPLICATION
TOWN OF SOUTHWEST RANCHES**

Complete this form in full. Type or clearly print the required information. Signatures must be notarized. Checks must be made payable to "Town of Southwest Ranches."

Call Michele Mellgren & Associates, Inc. 954.475.3070 for an application submission appointment.

DATE FILED: _____

PETITIONER/OWNER: _____

ADDRESS: _____

TELEPHONE NO: _____

AGENT: _____

ADDRESS: _____

TELEPHONE NO: _____

SECTION _____ TOWNSHIP _____ RANGE _____

PLAT NAME: _____

PLAT BOOK: _____ PAGE: _____

TYPE OF PUBLIC INTEREST TO BE VACATED (I.E. RIGHT OF WAY, EASEMENT, ETC.): _____

LEGAL DESCRIPTION AND SURVEY OF AREA TO BE VACATED IS ATTACHED AND A PART OF THIS APPLICATION.

REASON FOR REQUEST (ATTACH ADDITIONAL PAGE IF NECESSARY) _____

TOWN USE ONLY

DEVELOPMENT REVIEW:

TOWN COUNCIL:

OWNER'S NAME(S)

PETITIONER'S NAME

OWNER'S NAME(S)

OWNER'S SIGNATURE (ALL OWNERS MUST SIGN)

PETITIONER'S SIGNATURE

OWNER'S SIGNATURE (ALL OWNERS MUST SIGN)

ADDRESS

ADDRESS

CITY, STATE, ZIP

CITY, STATE, ZIP

PHONE

PHONE

The foregoing instrument was acknowledged before me this ___ day of _____, 20____, by _____ who is personally known to me or who has produced _____ as identification and who did take an oath.

The foregoing instrument was acknowledged before me this ___ day of _____, 20____, by _____ who is personally known to me or who has produced _____ as identification and who did take an oath.

NOTARY PUBLIC:

NOTARY PUBLIC:

Sign: _____

Sign: _____

Print: _____

Print: _____

My Commission Expires:

My Commission Expires:

Submission Requirements

- One original and nine copies of the completed application signed by all owners abutting the portion to be vacated. All signatures must be notarized.
- Two copies of the recorded plat at 24" by 36".
- Ten copies of the recorded plat reduced to 11" by 17" or similar size.
- One original signed and sealed precise sketch, and legal description of the property to be vacated, and nine copies of same. Original to be signed and sealed by a registered land surveyor. Legal description must include acreage and square footage of area to be vacated. Sketch to be 8.5" by 14".
- A location sketch of the area to be vacated. Sketch to be 8.5" by 14". Location sketch may be included on same page as precise sketch.
- A title opinion from any attorney or title certificate from a title company identifying all owners that abut the land being vacated.
- Ten copies of an aerial photograph, with the property to be vacated highlighted. (May be purchased from Broward County Engineering Division, Governmental Center, Room 321.)
- Waivers of objection to the proposed vacation by all utility companies authorized to operate in the area.
- A certificate from the Revenue Collection Division of Broward County showing that all real property taxes and liens have been paid or are current.