PRE-APPLICATION FOR PETITION TO VACATE: PROPERTY INFORMATION SHEET

COMPLETE ONE PROPERTY INFORMATION SHEET FOR EACH SEPARATE OWNERSHIP OF ENCUMBERED PROPERTY AND/OR EACH PROPERTY ABUTTING RIGHT-OF-WAY SUBJECT TO VACATING

Please submit this completed form to RP-Vacating@hillsboroughcounty.org

☐ **RIGHT-OF-WAY**

☐ **EASEMENT**

☐ **PLAT**

PETITIONER [PROPERTY OWNER(S)]:

NAME		
MAILING ADDRESS		
CITY	STATE	ZIP
EMAIL	PHONE	MOBILE

IS THERE A PENDING "CONTRACT FOR SALE" RELATED TO THIS REQUEST? ☐ **YES** ☐ **NO**

IF YES, PLEASE PROVIDE NAMES OF ALL BUYERS ON THE SALES CONTRACT:

AUTHORIZED AGENT: (IF DIFFERENT FROM ABOVE)

NAME		
MAILING ADDRESS		
CITY	STATE	ZIP
EMAIL	PHONE	MOBILE

SITE INFORMATION:

ADDRESS OR GENERAL LOCATION, COMMON NAME	
FOLIO NUMBER(S)	
SECTION – TOWNSHIP - RANGE	PLAT BOOK & PAGE OR OFFICIAL RECORD
PLAT NAME	
LOT – BLOCK – TRACT	

THE SUBJECT PROPERTY IS / IS LOCATED WITHIN A(N)

- ☐ **UNPLATTED LANDS**
- ☐ **PLATTED SUBDIVISION**
- ☐ **UNRECORDED SUBDIVISION**

IF WITHIN A SUBDIVISION, IS THERE A HOMEOWNERS ASSOCIATION OR COMMUNITY DEVELOPMENT DISTRICT?

- ☐ **YES**
- ☐ **NO**

WHAT IS THE NATURE OF THE COUNTY'S INTEREST IN THE SUBJECT?

- ☐ **PLAT**
- ☐ **DEED**
- ☐ **AGREEMENT**
- ☐ **MAINTENANCE**
- ☐ **OTHER**
- ☐ **UNKNOWN**

ARE ANY OTHER DEVELOPMENT APPLICATIONS PENDING?

- ☐ **YES**
- ☐ **NO**

IF YES, PLEASE THE DESCRIBE NATURE OF THE APPLICATION, LISTING SPECIFIC APPLICATION NUMBERS AND DEVELOPMENT SERVICES STAFF INVOLVED:

IS THIS REQUEST THE RESULT OF A CODE ENFORCEMENT VIOLATION?

- ☐ **YES**
- ☐ **NO**

IF YES, PLEASE STATE THE NATURE OF THE VIOLATION, LISTING SPECIFIC CASE NUMBER(S) AND CODE ENFORCEMENT STAFF INVOLVED:

DOES THIS REQUEST SEEK TO CLEAR AN ENCROACHMENT INTO AN EASEMENT OR RIGHT-OF-WAY?

- ☐ **YES**
- ☐ **NO**

IF YES, PLEASE COMPLETE THE FOLLOWING INFORMATION:

When was the encroaching structure constructed? _____

Was a permit issued for the encroaching structure? _____ If yes, permit no. _____

If a permit was issued, copies of all surveys, title work, and site plans previously submitted to Development Services must be provided along with this Pre-Application.

DETAILED REASON FOR VACATING/ADDITIONAL INFORMATION

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