



APPLICATION FOR THE VACATION OR ABANDONMENT OF A DRAINAGE AND UTILITY EASEMENT

All forms shall be signed in ink only by a property owner, legal partner or corporate officer. An authorized agent of the landowner must submit a Power of Attorney.

PLEASE SUBMIT ALL OF THE FOLLOWING REQUIRED DOCUMENTS:

1. One copy of the Application with an original signature, signed in ink.
2. One copy of the Application with an original signature signed and notarized in ink. Do not submit copies of signatures and notary acknowledgments.
3. One copy of EXHIBIT A that contains a survey showing the property rights to be abandoned and any easements or public facilities contained in the area for which abandonment is requested. This information is best provided by a registered land surveyor. City staff is not authorized to prepare this information.
4. One copy of EXHIBIT B that provides a metes and bounds description of that portion of the drainage and utility easement proposed for abandonment. This information is best provided by a registered land surveyor. City staff is not authorized to prepare this information.
5. One copy of EXHIBIT C, with original signatures, signed by all agencies listed regardless of whether they have utility equipment in the easement. This will need to be completed before submitting this application to the City of Colleyville.
7. After this agreement is filled out, you will need to return it to Community Development Department.
8. This agreement will be circulated through the Community Development, Building Inspection, Public Works, and the Engineering Division within the City of Colleyville. Please allow approximately seven to ten working days to complete the circulation process. Easement vacations and abandonments require approval by the City Council.
9. After approval by the City Council, the Community Development Department will record the forms with the Tarrant County Clerk's office. The original documents are maintained by the City. A copy may be requested for your records.

Submit these documents to:

City of Colleyville
Community Development Department
100 Main Street
Colleyville, TX 76034
817.503.1050 office
817.503.1059 fax

**APPLICATION FOR THE VACATION OR ABANDONMENT OF A
DRAINAGE AND UTILITY EASEMENT**

Date of Submittal

To the City of Colleyville:

The undersigned hereby makes application to vacate and abandon a portion of the public drainage and / or utility easement or right-of-way situated on or abutting property at the following location and described by metes and bounds in Exhibit B of the attached agreement.

Street Address _____

Legal Description _____

The reason for the vacation and abandonment of the drainage and utility easement is as follows:

PROPERTY OWNER INFORMATION

Name _____

Address _____

City, State, ZIP Code _____

Phone _____ Fax _____ Email (optional) _____

THE STATE OF TEXAS §
COUNTY OF TARRANT §

Individual Acknowledgment

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the ____ day of _____, 20 ____.

Notary Public in and for the State of Texas

My Commission Expires: _____

EXHIBIT A

The following is a drawing depicting the area or portion of the easement and property described that is proposed for vacation or abandonment. This drawing shall include a north arrow, legal description of the subject property and adjoining properties, if appropriate.

Being that portion of that certain public utility easement / drainage easement / right of way situated in _____ Addition/Survey to the City of Colleyville, Tarrant County, Texas, and being more particularly described by metes and bounds as follows:

EXHIBIT B

Being that portion of that certain drainage and utility easement shown in Exhibit A, being more particularly described by metes and bounds as follows.

EXHIBIT C

The undersigned public utility companies, using or entitled to use, under the terms and provisions of our respective franchise with the City of Colleyville, do hereby consent to the vacation and abandonment of the described portion of such drainage and utility easement requested in this Application Lot(s) _____, Block(s) _____ of the _____ Addition to the City of Colleyville, Tarrant County, Texas.

Street Address: _____

TXU Electric Delivery

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

Southwestern Bell Telephone Company (AT&T)

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

Verizon Telephone Company

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

Tri-County Electric Company

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

Comcast Cable, Inc.

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

City of Colleyville

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

Atmos Energy (Gas)

By: _____
(Please Print)

Title: _____
(Please Print)

Signature: _____

**SERVICE PROVIDER CONTACTS FOR
EASEMENTS IN COLLEYVILLE**

<p><u>Oncor/TXU Electric Delivery</u> Paul Mort, PM DS Design 2001 N. Industrial Bedford, TX 76021 682.308.5492 paul.mort@oncor.com</p>	<p><u>Tri-County Electric</u> Scott Baumbach 4740 Keller-Hicks Road Keller, TX 76248 817.980.7152</p>
<p><u>Southwestern Bell Telephone (AT&T)</u> Frank Honeycutt, Manager Eng. Develop. 1116 Houston St. Fort Worth, TX 76102 817.267.1904 Fh1612@att.com</p>	<p><u>Verizon Telephone</u> Sam Winkles 500 John Carpenter Frwy TXG31E01 Irving, TX 75062 940.349.9202 or Sam.Winkles@verizon.com</p>
<p><u>Comcast Cable (Time Warner)</u> Tim Adams, Kinetic Solutions 1585 Jameson Road Van Alstyne, TX 75495 Forced Relocations: 888.519.9188 Ext 6 west-engineering-relo@twcable.com</p>	<p><u>Atmos Energy</u> Robert Shaddox, Project Specialist 2000 Reliance Parkway Bedford, TX 76021 817.359.1334 Robert.shaddox@atmosenergy.com</p>