

Charlotte County

APPLICATION FOR RELEASE AND/OR OCCUPATION OF EASEMENT

RESERVED FOR COUNTY USE

File #: _____

Date: _____

This application is for: (check one)

Occupation of Easement _____

Release of Easement _____

Release AND Occupation of Easement _____

ITEMS NEEDED: OCCUPATIONS:

This Completed Application
Original Site Plan: 11x17 maximum size
Agent's Authorization Form (if needed)
Payment of Application Fee (\$75)

ITEMS NEEDED: COMBINATIONS:

This Completed Application
All Items Listed with Occupations and Releases
Payment of Application Fee (\$600)

ITEMS NEEDED: RELEASES:

This Completed Application
Original Site Plan: 11x17 maximum size
Original Signed/Sealed Boundary Survey
*11 x 17 maximum size
*Less than 1 year old
*Must show all platted easements and rights-of-way
*Must contain the title "Boundary Survey".
Original Signed-Sealed Sketch of Description
*8.5 x 14 maximum size
*Must contain the title "Sketch of Description".
*Metes and bounds legal description of the easement area
to be released.
An Agent's Authorization Form (if needed)
Payment of Application Fee (\$550)

OWNER INFORMATION

OWNERS NAME: _____

MAILING ADDRESS: _____

CITY: _____ State: _____ Zip: _____

Home/Cell Phone: _____

Fax Number: _____ Email Address: _____

PROPERTY INFORMATION

PROPERTY APPRAISER'S PROPERTY ID NUMBER: _____

STREET ADDRESS _____

LOT(s): # _____ Block: _____ Section: _____ Subdivision: _____

STREET ADDRESS _____

LOT(s): # _____ Block: _____ Section: _____ Subdivision: _____

This application is being submitted by: (check one)

Property Owner: _____ Agent for the Property Owner: _____ (requires Agent Authorization Form)

Items Encroaching into Easements

LOT #		
	FRONT	
	RIGHT SIDE	
	LEFT SIDE	
	REAR	

LOT #		
	FRONT	
	RIGHT SIDE	
	LEFT SIDE	
	REAR	

APPLICANTS SIGNATURE: _____ **DATE:** _____

If the application is being made by a prospective purchaser of the property, a notarized affidavit that an executed *Contract for Purchase and Sale Agreement* exists between the owner of the property and the applicant must also be submitted to the Real Estate Services Department at the time of application. This form will be provided upon request.

Note: The identification of easements on this application does not preclude the existence of any other easements of record.