

PROCEDURES TO REQUEST

ABANDONMENT OF A PUBLIC RIGHT-OF-WAY

(STREET OR ALLEY)

Contact the utility companies listed on the attached sheet. They must inform you in writing whether they have any objections to the abandonment of the right-of-way .*A sample letter is provided (page 2&3)*

A petition letter, signed and notarized by all the property owners involved in the closing must be prepared. All property owners must sign the petition letter. This includes husbands and wives when they are both owners; if a corporation, an officer must sign and the embossed corporate seal is required.

A sketch of the location of the requested abandonment is required. The sketch to include the right-of-way to be closed, together with all adjacent lots indicated.

Once all the data is collected, submit it together with a \$750.00 application fee to;

Hialeah Planning & Zoning Division
Hialeah City Hall- 2nd Floor
501 Palm Avenue
Hialeah, Florida 33010
Monday through Friday
8:00 AM – 3:00 PM

FOR FURTHER INFORMATION: Phone 305-883-8075

Fax 305-492-1217

SAMPLE LETTER

(DATE)

(AGENCY'S NAME AND ADDRESS)

RE: Closing of public street/alley

To Whom it May Concern:

The abutting property owners are requesting that the Hialeah Planning and Zoning Board and Hialeah City Council close and abandon from public use the public street/alley located...

Please advise in writing;

- If you have no objections to the proposed closing
- If you have facilities within the street/alley, and if you have any objections to the closing
- If you have an alternative to the objections by accepting an easement, relocation of you facilities, etc.

Appreciating an early reply

Sincerely,

(APPLICANT'S SIGNATURE)

(PRINTED NAME, ADDRESS AND PHONE NUMBER)

Enclosure: Sketch of street/alley

SAMPLE LETTER

THE INCREDIBLE GROUP, INC.
80085 West 88th STREET
HIALEAH, FL. 33054

February 29th, 2016

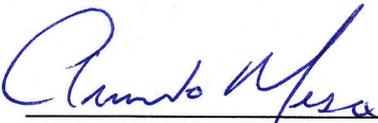
HIALEAH PLANNING AND ZONING DIVISION
HIALEAH CITY HALL – 2ND FLOOR
501 PALM AVE.
HIALEAH, FL. 33010

RE: Petition letter to request abandonment of public street/alley located at 80085 West 88th Street.

To Whom It May Concern:

The abutting property owners request that the Hialeah Planning and Zoning Board and the Hialeah City Council close and abandon from public use the public street/alley located at 80085 West 88th Street; folio# 04-3103-100-0010 and folio# 04-3103-100-0015.

Sincerely,



The Incredible Group
Armando Mesa



City of Hialeah Building Division

501 Palm Avenue, 2nd Floor, Hialeah, Florida 33010
Office: 305.883.5825 Fax: 305.883.8082
www.hialeahfl.gov

Utility Easement Encroachment and Total Demolition Requirements

To make improvements on or across a utility easement:

For your safety, before any improvements on or across a utility easement may be approved by the Planning and Zoning, Division, a written authorization from the utility companies must be obtained. Contact each agency for their instructions and/or requirements. All fences or walls must provide pass-through gates at each end of the utility easement within the subject property as per Section 32-7(9) (d) of the City Code. The building permit applicant is responsible for obtaining and presenting the required authorization letters prior to Planning and Zoning review. (Easement rel. doc. 5-4-99)

Para hacer trabajos de construcción en servidumbres de servicios públicos:

Para su protección, antes de obtener la aprobación de la División de Planificación y Zonificación para edificar o cruzar una servidumbre de servicios públicos, se requiere autorización de las siguientes compañías. Favor de comunicarse con cada agencia para obtener instrucciones o requisitos.

Todas las cercas o muros requieren puertas de acceso a cada extremo de la servidumbre existente dentro de la propiedad de acuerdo con la Sección 32-7(9) (d) del Código de la Ciudad. La persona que solicite el permiso de construcción es responsable de obtener y presentar las cartas de autorización antes de que la solicitud de construcción sea revisada por Planificación y Zonificación. (Servidumbre doc. rel. 5-4-99)

Utility Agencies:

Submit request in English. Provide fence details, First and Last Name, Address, Zip Code, and Contact Information.

Presente la solicitud en Inglés. Presente detalles de la cerca, Nombre y Apellido, Dirección, Número Postal, e Información de Contacto.

- 1. Dept. of Water & Sewers**
305. 556.3800 Fax: 305-826-5039
3700 West 4th Avenue, Hialeah, FL 33012
www.hialeahfl.gov
- 2. FPL (Florida Power & Light Company)**
305.599.4000
6195 NW 82nd Avenue, Miami, FL 33166
www.fpl.com
- 3. AT & T**
305.887.9017 Fax: 305.887.9017
jc4407@att.com
Jesus Castellanos, Mgr. OSP Planning and Eng. Design
For South of East 29th Street:
William Chung, Mgr. OSP Planning and Eng. Design
wc0915@att.com 305.222.8234 Fax: 305.221.7890
- 4. Comcast**
954.447.8405 Fax: 954.534.7083
leonard_maxwell-newbold@cable.comcast.com
Leonard Maxwell-Newbold, Project Design Coordinator
2501 SW 145th Avenue, Miramar, FL 33027
- 5. Florida City Gas**
305.835.3648 Fax: 305.694.9337
ddejesus@aglresources.com
Dina De Jesus, AO II Operations Manager
955 East 25th Street, Hialeah, FL 33013
www.floridacitygas.com

Sunshine State One

Call for ticket number before you dig
1-800-432-4770 305.599.3001
www.sunshine811.com

Submit approval letters from all the utility companies. Confirmation number alone is **NOT** sufficient.

Presente cartas de aprobación de todas las compañías de servicios públicos. Número de confirmación solamente **NO** es suficiente.

