



LAND DEVELOPMENT DIVISION

120 Malabar Road SE • Palm Bay, FL 32907 • Telephone: (321) 733-3042

Landdevelopmentweb@palmbayflorida.org

PETITION TO VACATE PLAT APPLICATION

This application must be deemed complete, legible, and must be returned during division office hours, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida. The vacating of a plat is required prior to the approval for a replat or final plat of the same property. The request will be reviewed by City staff and scheduled for a public hearing before the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). Meeting(s) will be held beginning at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

PARCEL ID(S):

TAX ACCOUNT NUMBER(S):

LEGAL DESCRIPTION OF THE PROPERTY COVERED BY THIS APPLICATION: (attach additional sheets if necessary):

PROPERTY ADDRESS:

SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage):

ZONING CLASSIFICATION AT PRESENT (ex.: RS-2, CC, etc.):

REASON FOR VACATING PLAT:

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THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION:

- *A \$250.00 application fee. Make Check payable to “City of Palm Bay.”
- Proof that applicant owns fee simple title to the whole or that part of the property covered by the plat sought to be vacated.
- Copies of certificates verifying that all state, city, county, and municipal taxes have been paid.
- Map of plat or portion thereof requested for vacating per Florida Statutes, Chapter 177. **The map of plat must also be provided on Memory Drive.**
- Where the property owner is not the representative for the request**, a [LETTER](#) must be attached giving the notarized consent of the property owner(s) to a representative.

Name of Representative

I, the undersigned, hereby affirm that the vacating will not affect the ownership or right of convenient access of persons owning other parts of the subdivision

I further understand that this application must be complete and accurate before consideration by the City Council and certify that all the answers to the questions in said application, and all data and matter attached to and made a part of said application are honest and true to the best of my knowledge and belief.

Under penalties of perjury, I declare that I have read the foregoing petition to vacate plat application and that the facts stated in it are true.

Owner Signature	Date
Printed Name	
Full Address	
Telephone	Email

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NOTE: PER [SECTION 184.31](#), ANY PLAT OR PART OF ANY PLAT MAY BE VACATED BY THE OWNER OF THE PREMISES, AT ANY TIME BEFORE THE SALE OF ANY LOT THEREIN, BY A WRITTEN INSTRUMENT, TO WHICH A COPY OF SUCH PLAT SHALL BE ATTACHED, DECLARING THE SAME TO BE VACATED. SUCH AN INSTRUMENT SHALL BE APPROVED BY THE CITY COUNCIL IN ACCORDANCE WITH THE PROCEDURES ESTABLISHED IN FLORIDA STATUTES, CHAPTER 177 IF THE COUNCIL FINDS THE VACATION OF THE PLAT IS IN THE PUBLIC INTEREST. SUCH INSTRUMENT SHALL THEN BE RECORDED WITH THE COUNTY CLERK OF RECORDS.

WHEN LOTS HAVE BEEN SOLD, THE PLAT MAY BE VACATED IN THE MANNER HEREIN PROVIDED BY ALL THE OWNERS OF LOTS IN SUCH PLAT JOINING IN THE EXECUTION OF SUCH WRITING.

***NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY**