



REQUEST TO VACATE EASEMENT OR RIGHT OF WAY

RETURN FORM ALONG WITH OTHER REQUIRED DOCUMENTS TO:

Huntsville Utilities Engineering Services, M2E2
112 Spragins Street
Huntsville, Alabama 35801

OR BY EMAIL: eengsvc@hsvutil.org

Person Making Request: _____

Company: _____

Address: _____ City & Zip: _____

Phone: _____ Email: _____

Location of Property: Lot _____ Block _____ Plat Book _____ Page _____

Subdivision: _____

Street Address: _____

Is the area located in the city limits of Huntsville? Yes _____ No: _____
(If area is not located in Huntsville, we will send to the appropriate City or County government)

Reason for Vacating:

() Existing encroachment () Planned encroachment () Combining lots () Other

ALL ITEMS BELOW MUST BE DONE BEFORE REQUEST WILL BE ACCEPTED FOR REVIEW

- Please attach (4) copies of a drawing/survey showing the area(s) you wish to be vacated
- Please show encroachment dimensions, north arrow, and be as specific as possible.
- Highlight the area(s) you wish to be vacated.

The City or County agency, not Huntsville Utilities, will do official vacation of the Easement or Right-of-Way. Huntsville Utilities only determines if this easement or Right-of-Way is needed by Huntsville Utilities Electric, Gas, or Water Departments, and will forward by mail that information to the appropriate City or County agency on your behalf or you may pick it up.

**Delivery Preference: (mark one) Mail _____ Pickup _____

**Will be mailed if neither is marked

Signature of Person Making Request

Date