



City of Marco Island
Growth Management Department
50 Bald Eagle Drive
Marco Island, FL 34145
Phone: 239-389-5000

**APPLICATION FOR VACATING STREETS, ALLEYS, EASEMENTS
& SUBDIVISION PLATS**

APPLICABLE SECTIONS OF THE MARCO ISLAND LAND DEVELOPMENT CODE SEC 30-581 (AA)

Petition number: _____ Date Received: _____

Planner: _____

Above to be completed by Staff

APPLICANT CONTACT INFORMATION

Applicant/Agent Name: _____

Applicant/Agent Firm: _____

Address: _____

Phone: _____ E-mail: _____

Property owner's name: _____

Address: _____

Phone: _____ E-mail: _____

SUBJECT PROPERTY INFORMATION

Reason for Request: _____

Address of Subject Property: _____

Property ID: _____ Zoning Designation: _____

Legal Description: _____

SUBMITTAL REQUIREMENTS CHECKLIST

This completed checklist is to be submitted with the application packet in the exact order. Incomplete submittals will not be accepted.

REQUIREMENTS FOR REVIEW	# OF COPIES
Completed Application (download current form from City website)	2
Signed and sealed boundary survey showing existing and proposed lot dimensions, access to new lots, new lot areas, all easements of record, all utilities, and structures on	2
Recorded warranty deed to show current ownership from Clerk of Courts Recording Office	2
Fee Simple Deed	2
Letters of No Objection from each of the following, as applicable: (addresses may not be current) Electric Company – Lee County Electric Co-op (LCEC), 433 N 15 th St. Immokalee, FL 34142 (239)656-2300. Cable Television - Comcast: ATTN: Mark Cook, 26100 West Links Drive, Ste 4, Fort Myers, FL 33913. (239) 432-1805. Telephone Company- Century Link, Florida: ATTN: Jigs Silang, 3530 Kraft Road, Naples, FL 34105. (239)263-6234. Internet – Summit Broadband, 2367 Vanderbilt Beach Rd, Naples, FL 34109. (407)996-8900 Water & Sewer - Marco Island Utilities: ATTN: Jeff Poteet, 50 Bald Eagle Dr., Marco Island, FL 34145. (239)389-5000 Adjacent Property Owners Homeowners Association	2
Digital copy of all items above	1

FEE REQUIREMENTS

Application Fee: \$2,000.00 (payable to the City of Marco Island).

APPROVAL PROCESS

- The planning board shall hold a public hearing to consider such petitions and shall submit its recommendation in writing to the city council.
- The city council shall hold a public hearing to consider the vacation, and shall publish notice thereof in a newspaper of general circulation in the city in not less than two weekly issues of the paper.
- Following the public hearing, the city council may, by resolution, approve the vacation if it is determined that there is no present necessity, or reasonably foreseeable necessity, for the retention of the street, alleyway, easement or subdivision plat, and that the right to convenient access of adjoining property owners will not be affected thereby.

□ Significant portions of Marco Island are subject to recorded deed restrictions. As the city is not responsible for enforcement of private deed restrictions, it is incumbent upon individuals to know what private restrictions may apply to their property. Please contact Marco Island Civic Association (MICA) for more information at (239) 642-7778 or www.marcocivic.com. By signing this application, the owner/applicant certifies that the owner/applicant has been informed about the existence of such private deed restrictions.

By acceptance of this application, the applicant agrees to defend, hold harmless and indemnify the City of Marco Island and its employees and agents from any and all liability which may arise as a result of this meeting.

Applicant/Agent

Date

Application accepted by:

Planner

Date