

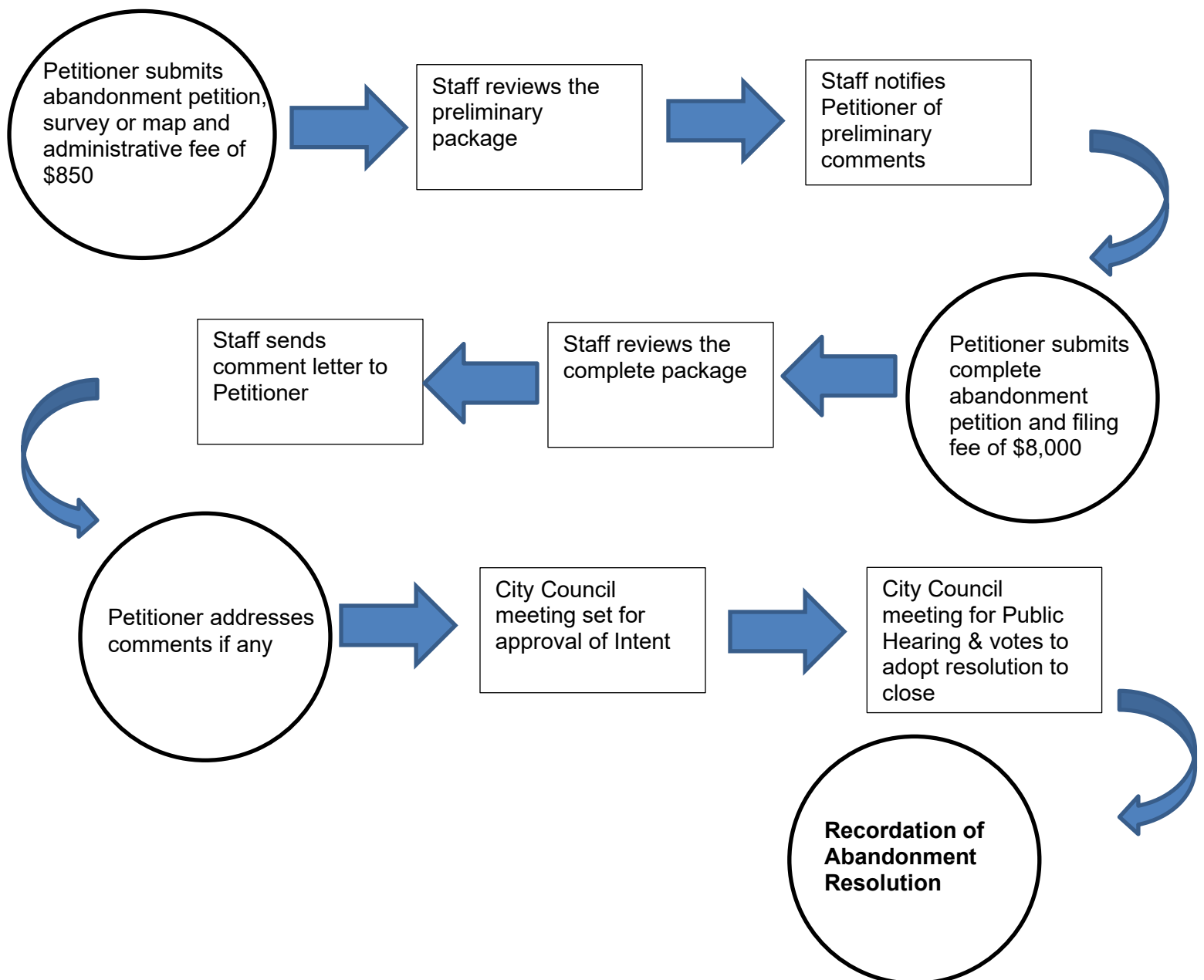
PETITIONER'S PROCEDURES FOR REQUESTING THE CLOSING OF DEDICATED STREETS AND ALLEYWAYS

1. To initiate the process to close a street or alley, or any portion thereof, must be filed with the Charlotte Department of Transportation.
 - (a) Submit the abandonment request to:
https://cityworks-cdot.charlottenc.gov/CW_Public/
 - (b) Send the required documents to:
AbandonmentPetition@charlottenc.gov
 - (c) Make check payable to "City of Charlotte" and mail to: (include assigned petition application number on check)

Charlotte Department of Transportation
Development Services Division
Attention: Abandonment Petition
600 East Fourth Street 6th Floor
Charlotte, NC 28202-2858
Telephone No. 704-336-4119

2. The following documents shall be included with the petition:
 - (a) A legal survey identifying the area to be abandoned.
 - Describe the boundaries of the right-of-way on the survey map.
 - A note on the survey map giving the source of the boundary information.
 - Dimensions that clearly define the location of the right-of-way subject to abandonment including hatching or shading the abandonment area.
 - Show the names of all abutting/adjoining property owners to the abandonment area.
 - Show the tax ids and/or addresses of all abutting/adjoining property owners to the abandonment area.
 - Show all existing underground and overhead utilities for the purpose of "declaration of retention of utility" easements. Note that the applicant will be required to make positive contact with each owner of the utilities to determine the nature and width of easement to be dedicated.
 - The original survey map shall be labeled "Exhibit A" and be on 8 ½" x 11" paper.
 - The legal description (metes/bounds including the length of the area described) shall be labeled "Exhibit B". In the event that multiple streets/alleyways are submitted, the original survey maps should be labeled "Exhibits A-1, A-2..." and the legal descriptions (metes/bounds) labeled "Exhibits B-1, B-2..."
 - (b) An agreement of understanding (attached) signed by the owners of all abutting/adjoining property to the area proposed for abandonment.
3. If this abandonment petition is affiliated with a proposed development project, the following information must be provided under item #1:
 - (a) Development project name (if subdivision, provide subdivision approval date)
 - (b) Type of Project (Single family, Multi-family, Commercial)
 - (c) Rezoning petition number/Council approval date
 - (d) Site plan of the proposed development
4. The petition is to be typed on 8 ½" x 11 white paper with a cover letter giving the name, address and telephone number of the person to be contacted if additional information is required.

5. A nonrefundable \$850 administrative fee will be due prior to any official guidance or comments from CDOT. This fee is designed to identify any fatal flaws or issues in a possible abandonment petition via an optional preliminary review, prior to the submittal of the nonrefundable application fee of \$8,000.
6. The total application fee for the abandonment process is a \$8,000 filing fee plus the \$850 administrative fee, regardless if the preliminary review service is utilized, for the first street or alleyway and \$2,000 for each additional street or alleyway submitted with the same petition. The petitioner is responsible for all other associated costs, including the boundary survey and metes-and-bounds description. This filing fee, once submitted, is nonrefundable. As not utilizing the preliminary review service does not reduce the total application fee, CDOT encourages customers to start with the \$850 preliminary review.
7. The average timeframe for abandonment of City of Charlotte maintained right-of-way is 6 to 8 months from beginning to end. This timeframe is highly variable, and all petitioners are encouraged to begin the processes well in advance of any required dates. The City cannot be held responsible for any delays resulting from the abandonment process.



STATE OF NORTH CAROLINA

COUNTY OF MECKLENBURG

PETITION

**TO THE MEMBERS OF THE CITY COUNCIL OF THE CITY OF CHARLOTTE,
MECKLENBURG COUNTY, NORTH CAROLINA**

(name of petitioner) _____ respectfully files this Petition and
requests that (a portion or all of),

(name of street or location of alley) _____

lying (general description of location) _____

_____ as shown on the map attached hereto and made
a part hereof marked "Exhibit A", be closed and abandoned in accordance with the provisions of
Chapter 160A, Section 299, subsection (a) of the General Statutes of North Carolina.

In support of this Petition, your petitioner respectfully alleges that:

1. (give reason for requested closing) _____

2. The closing of _____ Street is not contrary to the
public interest.

3. No individual, partnership or corporation owning property in the vicinity of
_____ Street or in the subdivision in which it is located will be deprived of reasonable
means of ingress and egress to his or its property by virtue of the closing.

4. The street (or portion thereof) which petitioner requests be closed and abandoned is
more particularly described by interested bounds in "Exhibit B", attached hereto and made a part
hereof.

5. The street (or portion thereof), requested to be closed and abandoned has not been
previously accepted by the North Carolina Department of Transportation for maintenance.

Wherefore, petitioner respectfully requests the City Council of the City of Charlotte consider
this Petition and set the time for public hearing upon this matter as required by law.

Respectfully submitted the _____ day of _____, _____

(signature of petitioner)

(Print Name)

Address: _____

Telephone Number: _____

RIGHT-OF-WAY ABANDONMENT AGREEMENT OF UNDERSTANDING

The following property owners have parcels that adjoin the public right-of-way of _____
_____. They hereby indicate, by signature, that they are aware of the
proposed abandonment of right-of-way. They further understand that if City Council approves the
abandonment, that the right-of-way will be divided evenly between the abutting owners in accordance
with State Statute 160A-299. The owners will then be responsible for maintenance and any additional
property taxes that may result from the increase in the size of their original parcel.

Name/Address of Property Owner	Signature
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Tax Parcel Id[illegible]