



INSTRUCTIONS FOR ABANDONMENT REQUEST

1. Complete Abandonment Request Form
2. Enclose a check in the amount of \$635 made payable to the City of Sparks
3. Attach legal description (Metes and Bounds) of property you are trying to abandon and label as "Exhibit A".
4. Attach a figure (graphical depiction of legal description) labeled as "Exhibit B"
5. Send above information to: Jon Ericson, P.E., City Engineer, City of Sparks-Community Services Department, 431 Prater Way, Sparks, NV 89431



City of Sparks, Nevada
ABANDONMENT REQUEST

Date: _____

General location and size of area to be abandoned
(i.e.: 9' x 120' of west side of Oak Street south of
Elm Street)

Date: _____ Rec'd By: _____

Fee: _____

Notice to Public Utilities: _____

Public Notice to City Clerk: _____

Council Public Hearing: _____

Approved: _____ Denied: _____

(For City Use Only)

Legal description: (Attach Metes and Bounds description if necessary)

Attach an 8 ½" x 11" site plan showing requested abandonment and surrounding property including existing property lines, curbs, sidewalks, streets and alley.

PROPERTY OWNER _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____ PHONE _____

OWNER'S AFFIDAVIT

I, _____, declare under penalty of perjury that I am the property owner abutting the requested abandonment and that the information provided in this request is true and complete to the best of my knowledge and belief.

SIGNATURE

Subscribed and sworn before me this _____ day of _____, 20_____, in the State of _____, County of _____.

NOTARY PUBLIC