

CITY OF GAINESVILLE

ALLEY ABANDONMENT GUIDELINES AND CRITERIA

INSTRUCTION SHEET FOR PETITION TO ABANDON AN ALLEY

Anyone who wishes to petition the City of Gainesville for the abandonment of an alley must complete the following steps:

1. Complete the attached application, including a diagram showing the location of each lot, as it lies contiguous to the alley.
2. Attach petition signed by 100% of the property owners whose property adjoins the entire alley. All property owners of record are considered to have adjoining property.
3. Attach the release form signed by 100% of the property owners whose property adjoins the alley.
4. Attach a legal description and survey of the alley to both the release and the quitclaim deed. The survey of the alley must specify areas where adjoining property owners will take ownership. Each release shall set forth the description either by attachment or inclusion by the following example: "That alley lying in Block _____, Subdivision _____ of the City of Gainesville, Cooke County, Texas."
5. The applicant and all adjoining property owners must present evidence establishing ownership rights by producing copies of deeds and affidavits of ownership and must execute a release of liability to the City for any action arising out of the alley's abandonment.
6. The owner shall obtain an independent appraisal from a licensed appraiser to determine market value of the area proposed to be abandoned.
7. When completed, items 1-5 must be submitted to the Community Development Department, City of Gainesville, where City staff will review the application before it is placed on City Council Agenda.
8. If there exists any public utilities owned by the City of Gainesville; if any of the franchisees' furnishing public utilities' or if the City or public utility franchisees requests and can justify their requirements for a utility easement to

be reserved thereon, the Quit Claim Deed must have a reservation stating said right of easement for maintenance, repair, or replacement.