



INFORMATION FOR VACATING COUNTY ROADS, RIGHTS-OF-WAY OR EASEMENTS

1. All requests for vacating County roads, rights-of-way and easements may be initiated by submittal of the following to the Brevard County Board of County Commissioners, Transportation Engineering Department, Bldg A Suite 220, 2725 Judge Fran Jamieson Way, Viera, FL 32940. If you need assistance or have any questions, you can contact Cynthia Streeter, Transportation Engineering Department, Survey Section @ (321) 617-7315
 - a. One executed petition included in the form to include the information as requested in the attached Exhibit A.
 - b. A fee of \$640.00 for processing, advertising, and recording charges.
(Checks should be payable to the Brevard County Board of County Commissioners)
2. Upon receipt of the petition, the Transportation Engineering Department will review the petition for accuracy of the legal description along with the boundary survey accurately showing the property. If the legal description is suspected to be incorrect, the Transportation Engineering Department shall notify the petitioner and request a corrected legal description.
3. The Transportation Engineering Department will transmit the notice of the public hearing to a Brevard County newspaper to appear at least fourteen (14) days prior to the date of the public hearing, and the Transportation Engineering Department will:
 - a. Request certification from the applicable public service agencies and public utility companies to ensure that the vacating will not interfere with the service provided or encroach unreasonable on any road right-of-way, utility and/or drainage easement.
 - b. Notify the Petitioner of the date, time, and location of the public hearing and forward the notice to be posted with instructions for requirements of posting the notice in a conspicuous and easily visible location on the property no later than ten (10) days prior to the public hearing.
4. At the public hearing, the Board may deny the petition or grant the petition to vacate all or any portion of the property and may attach such conditions as the Board may deem to be in the public interest.
5. If the Board grants the petition, the Board shall adopt a resolution granting the petition and the Clerk to the Board shall:
 - a. Advertise the legal notice of the adoption of the resolution in a Brevard County newspaper.
 - b. Record all necessary documents upon receipt of all documents.
 - c. Send a certified copy of the Board adopted resolution to the Petitioner and the Transportation Engineering Department.
6. If the Board denies the vacating, the Transportation Engineering Department will notify the Petitioner.

For More Information Contact:
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Transportation Engineering Department / Survey Section
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