



HOLMES COUNTY PLANNING OFFICE

107 E Virginia Ave,
Bonifay, FL 32425
Office: 850-547-1119
Fax: 850-547-4134

PETITION CLOSING OF A ROAD

The process for petitioning for the closing of a road is as follows:

1. Provide, in writing, a formal petition requesting that a particular road be closed. Request should be accompanied with a \$500.00 check to pay for advertising before the Board of County Commissioners.
2. Submit with a deed to all lots showing ownership of all lots by the petitioner.
3. Submit evidence of paid taxes on each lot.
4. These items will be submitted to the Planning Commission through the Holmes County Planning Department for an informal review process. No public hearing is required at this point.
5. After review, the Planning Commission will:
 - a) Outline the regulatory steps to be taken in vacating this particular plan (with regards to surveys, filing and approval of new plat, posting of bond, etc.).
 - b) Issue a recommendation to the Holmes County Board of County Commissioners, with instructions to the Planning Department to proceed with legal advertisement.
6. The Planning Department will submit a legal ad to the local news publication for two weekly issues of the newspaper advertising that such vacation of the plat will be considered at a public hearing before the Commission at a regular meeting of the Board.
7. A public hearing will then be held as described above. You will be notified about the date.
8. If approved by the Board of County Commissioners, the Clerk of Court will then advertise for adoption of a resolution.



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PETITION CLOSING OF A ROAD CONT.

In addition to any other information, the petition shall contain the following:

- A. Legal Description of Petition Site
- B. Type of Petition
- C. Location Map
- D. Access to Affected Property
- E. Federal or State Highway Statement
- F. Evidence of Title
- G. Evidence of Taxes Paid
- H. Municipal Resolution
- I. Fees
- J. Justification

For additional information regarding the description of the items listed above, please reference Section 10.06.05 of the Holmes County Land Development Regulations.

The undersigned petitioner(s) having published a notice of intent in a newspaper of general circulation, hereby request and file this petition requesting to vacate right-of-way or easements of the following road as appearing on recorded plat at the Clerk of Court Office, Holmes County and of which a copy is available for examination at the Building/Planning Department, 107 E Virginia Ave, Bonifay, FL 32425.

This petition is for abandonment of the public's interest in a private right-of-way.

To the petitioner's knowledge, granting of this petition will not affect the ownership of right of convenient access of persons owning other land located or abutting the right-of-way, if any. Additionally, this road is not a part of any state or federal highway and is not acquired or dedicated for state or federal purposed. All taxes have been paid.

Witness

Petitioner

Date
