



## CITY OF TOMBALL

### RIGHT-OF-WAY ABANDONMENT REQUEST APPLICATION

Please provide the following information & return your submittal to the City Manager's Office,  
401 Market St., Tomball, Texas 77375.

#### Minimum Submittal Requirements

- ☒ \$300 application fee;
- ☒ Detailed description of entire limits or extent of the ROW and the limits to be abandoned, if different;
- ☒ Five (5) copies of the Boundary Survey and metes & bounds description of the ROW to be abandoned;
- ☒ Electronic File (PDF) of Boundary Survey and metes & bounds description of the ROW to be abandoned;
- ☐ Copy of letters to utility providers, drainage districts, and/or other interested agencies stating they have been notified of the requested ROW abandonment;
- ☐ Letter of "No Objection" from each of the concerned entities; and
- ☐ Completed and signed application form.

#### Applicant Information

Name Michelle Holland / Scott Moore, Jr.  
Mailing Address 404 S. Pine  
City Tomball State TX Zip Code 77375  
Phone Number 832-260-4791 Fax Number —  
E-mail Address michelle@tejaschocolate.com  
Scott@tejaschocolate.com

#### Agent or Engineer Information

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
E-mail Address \_\_\_\_\_

We, the undersigned property owners of

404 S. Pine Tomball, TX 77375

(name of subdivision, lot, and block number)

do hereby request that the City of Tomball release and vacate the said Right-of-Way as further described in the attached Boundary Survey.

**Adjacent Property Owners Signatures**

(please include your name, mailing address, HCAD number of your property, and signature)

1. Sal and Kristi Sberna <sup>504 clayton 77375</sup> 281-466-7867
2. # 035-264-035-0025 signature - Kristi Sberna
3. 503 Percival, CK Burchfield 035-264-035-0045
4. 501 Percival, Susan Brown 0122-291-000-0001
5. Charles K. Burchfield
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**Certification**

I, Kristi Sberna, being one of the above named persons, do hereby certify that the above named persons include all abutting property owners of the property being vacated and released.

Please list the reasons for the request and how this request will benefit the public:

Take over abandoned lot of city

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Signature)

(Printed Name)

## Scott Moore Jr

404 S Pine Street  
Tomball, TX 77375  
713.299.1552  
scott@tejaschocolate.com

May 27, 2021

CK Birchfield  
503 Percival Street  
Tomball, TX 77375

Dear Ken,

I wanted to let you know that we've all but completed the alley abandonment project with the city of Tomball. We have received the required non objection letters from Center Point, AT&T, and Comcast. The city of Tomball is requiring your sign off on the whole 15' alley becoming a part of our lot, and that you do not want the 7.5' of alley width. The fence location stays the same as the whole 15' of alley has been on our side of the fence for as long as that fence has been there. We do plan on replacing the fence, at our expense, with a new one soon in the exact same location as it stands now. Please just sign the bottom of the letter to acknowledge that you understand the whole 15' of old abandoned alley space will be a part of our lot from now on.

Sincerely yours,

Scott Moore Jr

CK Birchfield

 6/2/2021