City of Fullerton
Community Development Department

Abandonment Application Information

A. REQUIREMENTS - The Community Development Department will need all of the following before an application is considered complete for filing. These items are to be submitted as a package:

1. Standard City application form -must be signed by the property owner of record.

2. Drawings* – as approved by the Engineering Department - 16 sets

3. Title Reports – 3 sets

4. Filing Fee……. ❒ $ 3,510.00

5. Document Imaging Fee……. ❒ $ 99

6. Environmental Fee (Exempt)/County Recorder's Fee…… ❒ $ 43

7. Engineering Fee……. ❒ $5,000*Deposit
(*Actual staff time will be charged against deposit)

**The applicant needs to develop an area description and drawing at 1" = 40' scale (or a scale to be approved by the City) and submit plans to the Engineering Department for review PRIOR to acceptance of an Abandonment Application. Allow at least one (1) week for Engineering Department review.*

B. PROCEDURE - Upon Engineering Department approval, an Abandonment number will be assigned and the following procedure will take place:

1) The Abandonment will be placed on Planning Commission agenda and given a public hearing.

2) After the public hearing before the Planning Commission, the item will be scheduled for review by the City Council at a separate public hearing. (Both Planning Commission and City Council public hearing dates will be assigned at the time the application is submitted to Community Development Department).

3) Upon City Council approval, the Abandonment will be ready for recordation with the County of Orange, subject to any and all conditions placed on the application by the Planning Commission and/or City Council.

NOTE: ALL APPLICATIONS ARE SUBJECT TO FURTHER REVIEW AND CONSIDERATION. ADDITIONAL INFORMATION MAY BE NECESSARY BASED ON TRAFFIC IMPACTS, NOISE LEVELS OR OTHER SPECIAL CIRCUMSTANCES POSED BY THE APPLICATION.

Effective 8/18/08

SUBMITTAL REQUIREMENTS FOR ABANDONMENTS

The applicant needs to develop an area description and drawing at 1" = 40' scale (or a scale to be approved by the City) and submit plans to the Engineering Department for review. Allow at least one (1) week for Engineering Department review.

ALL OF THE FOLLOWING INFORMATION MUST BE SHOWN ON PLANS BEFORE APPLICATION WILL BE ACCEPTED

- ❑ Address of project and vicinity map
- ❑ Name and telephone number of applicant or licensed engineer
- ❑ North Arrow, with North at top of page
- ❑ Scale of drawings (site plans should be drawn to 1" = 10’, 1" =20’, or 1" = 40’)
- ❑ All plans must be drawn to scale, in ink or blueprint and be legible
- ❑ All property lines and dimensions
- ❑ Names and widths (to centerline) of all adjacent streets and alleys
- ❑ Required right-of-way dedications, if any, and location of ultimate property lines
- ❑ Location of curb-cuts on neighboring properties and, in commercial and industrial zones, within 300 feet of the property across the street
- ❑ Other _____
  _____
  _____
  _____

An additional review fee of $_____ will be required for the above noted item(s).

Effective: 1/28/2013