



## GENERAL GUIDELINES TO ABANDON AN EASEMENT

- Abandonment Application forms may be obtained online by visiting Real Estate Services website at [www.mesaaz.gov/realestate](http://www.mesaaz.gov/realestate), or by calling the Real Estate Services office at 480-644-2577. The following shall be included with the completed Abandonment Application:
  - Check payable to the **City of Mesa** in the amount of \$350.00 for single family residential property (does not include subdivisions or residentially zoned land) or in the amount of \$750.00 for all other properties. This fee is **non-refundable**.
  - A drawing/map and legal description of the area to be abandoned.
  
- Submit to:           Real Estate Services  
                              City of Mesa  
                              P.O. Box 1466  
                              20 E. Main Street  
                              Mesa, AZ 85211-1466
  
- Real Estate Services will solicit approval from City departments, as well as utility companies (QWEST, SRP, Cable and Gas Companies, etc.) that may be affected by the abandonment of the easement. Applicant will be notified of any denials or stipulations to the abandonment request.
  
- Real Estate Services will submit the request to abandon the easement for City Council authorization.
  
- The process to abandon an easement normally takes eight (8) to ten (10) weeks to complete after the applicant has submitted the Abandonment Application to Real Estate Services.