

[Date]

[Grantor Name/Property Owner]

[Mailing Address]

[City, State, Zip Code]

[Grantee Name/Local Government Agency]

[Department Name]

[Address]

[City, State, Zip Code]

**RE: Release and Abandonment of Right of Way Dedication**

**Property Description:** [Insert Legal Description or Assessor's Parcel Number (APN)]

**Location:** [Insert Physical Address or Street Boundaries]

To Whom It May Concern,

I, [Name of Grantor], as the legal owner of the property referenced above, hereby formally request the release and abandonment of the Right of Way (ROW) dedication currently encumbering said property. The specific area for release is described as follows: [Insert detailed description of the specific portion of the ROW to be released].

The dedication was originally established on [Date of Original Dedication] and recorded in [Book/Page/Document Number] of the [County Name] Records. This request for release is based on the following grounds:

- The dedicated area is no longer required for public use or municipal infrastructure.
- The proposed release will not landlock adjacent parcels or restrict existing access.
- [Insert any additional reasons, such as private development plans].

I have attached the required processing fees, a formal survey map of the area to be released, and a copy of the original dedication document for your review.

Please provide written confirmation once this release has been approved and recorded. Should you require further information or an inspection of the site, please contact me at [Phone Number] or [Email Address].

Sincerely,

\_\_\_\_\_  
[Signature of Grantor/Authorized Representative]

[Printed Name]

**Notary Acknowledgement**

State of \_\_\_\_\_  
County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared [Name of Signer], known to me to be the person described in and who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public  
My Commission Expires: [Date]