



## Abandonment Application

- Log in or Create an account with Accela. Note: An account is required to submit an application.

**+ Planning**

- Abandonment
- Annexation
- Combined Preliminary and Final Plat
- Comprehensive Plan Amendment
- Dog Friendly Establishment
- Final Plat
- Historic Preservation Review
- Lot Changes and Adjustments
- Minor Subdivision
- Parking Waiver
- Plan Modification
- Pre-Application Meeting Request
- Preliminary Plat
- Rezoning
- Sidewalk Cafe License
- Similarity of Use
- Site Plan
- Special Exception
- Subdivision Sketch
- Variance
- Zoning Determination

- Select the desired record type and continue the application.

### Step 1 – Location

- Enter address (enter street number and street name ONLY, No other information), then click search. Owner and parcel information will auto populate.
- Continue Application

1 Location & People      2 Application Detail      3 Review

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**Step 1: Location & People > Location Information**

**Address**

\* Street No.:       Direction:       \* Street Name:       Street Type:

City:       State:       Zip:



### Step 1 (Continued) – Contact Information

1. Under the Applicant section, click “Select from Account”

1 Location & People    2 Application Detail    3 Review    4 Pay Fees

Step 1: Location & People > Contact Information

Applicant

Enter contact information, the Applicant information is required. If you are submitting this application, use 'Select from Account' option to copy your contact information from your registration. Note that you can update your contact information (phone number, address) using the Account Management link at the top of the page.

**Select from Account**    Add New

Save and resume later

2. Select “Associated Contact”, then click “Continue”

### Select Contact from Account

Select a contact to attach to this application.  
If the contact has multiple addresses, you can select which to use in the next step.

Showing 1-2 of 2

Category	Type	Name
<input checked="" type="radio"/> Associated Contact	Individual	Kristian Logan
<input type="radio"/> Associated Owner		CITY OF DELAND

**Continue**    Discard Changes

3. Continue Application



**Step 2 – Detail Information**

1. Complete all fields.  
*Required fields are denoted by a red asterisk (\*)*

**Abandonment**

1 Step 1

2 Step 2

3 Review

**Step 2: Step 2 > Description**

**Detail Information**

Project Name:



\* Project Description:



*Please provide project details*

[spell check](#)

**Abandonment Information**

**ABANDONMENT**

\* Type:



Other Type:



Tree Preservation:



Nature Conservation:



Wetland Protection:



Protected Area:





### Application Details

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#### LOCATION INFORMATION

Request:

Size of Land:

Unit of Land Measurement:

Site Description:

Zoning:

#### Required Document

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##### SUBMITTAL ABANDONMENTS

All required documents must be included in submittal

- \* Sealed Survey:
- \* Plat Map:
- \* Legal Description:
- \* Cable Utilization Verification:
- \* Electric Utilization Verification:
- \* Gas Utilization Verification:
- \* Phone Utilization Verification:
- \* Sewer Utilization Verification:
- \* Water Utilization Verification:
- Owner Authorization:

2. Continue Application



**Step 2 (continued) – Details – Attachments**

1. Please upload required documents to your application by clicking the “Add” button.
2. Continue Application

Abandonment		
1 Step 1	2 Step 2	3 Review
<b>Step 2: Step 2 &gt; Attach Documents</b>		
<b>Custom Fields</b>		
<b>PLAN ROOM ACKNOWLEDGEMENT</b>		
* I acknowledge that I will upload plans, supporting documentation, and attachments after paying <input type="checkbox"/> for my application.:		

**Step 3 – Review**

1. Review all sections and verify information entered is correct
2. Check the agree to terms and conditions box located at the bottom left-corner of the page
3. Continue Application

**Your Application has been submitted! 😊**