

Development Services Group

8401 Laguna Palms Way
Elk Grove, California 95758
elkgrove.gov/cdd

Building: 916.478.2235 or bldonline@elkgrove.gov
Development Engineering: 916.627.3436 or dengineering@elkgrove.gov
Planning: 916.478.2265 or planner@elkgrove.gov



Vacation (Abandonment) Letter of Agency Form

If the applicant is not the legal owner of the subject site, this Letter of Agency form must be submitted with the Vacation Application. By signing this form, the owner or the owner’s authorized representative grants the applicant permission to apply for the requested vacation (abandonment) on behalf of the owner. Submit with application to Development Engineering at: <https://elkgrove.gov/community-development/development-engineering> or to the address listed in the header.

Date: _____

Applicant Company: _____

Contact Name: _____

Street Address: _____

City, State, Zip Code: _____

Phone Number: _____

Email Address: _____

If required by an entitlement project, please fill out the following information:

Planning No.	IPPB /IPPV / Bldg Permit No.	Project Name
APN(s)		Street Address

I, the undersigned legal owner of record, hereby grant permission to the above listed applicant to apply for a vacation (abandonment) of:

Easement type(s): _____

Street Address: _____

Assessor’s Parcel Number(s):

Signature of Owner of Record (Must Be Original)

Street Address of Owner of Record

Print Name of Owner of Record

City, State, Zip Code of Owner of Record

Phone Number

Application Number: _____(assigned by City)

