



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
950 MAIDU AVENUE, NEVADA CITY, CA 95959-8617  
(530) 265-1411 FAX (530) 265-9849 <http://www.mynevadacounty.com>

Sean Powers  
Community Development Agency Director

Kevin J. Nelson  
County Surveyor

**TENTATIVE PUBLIC UTILITY EASEMENT or RIGHT-OF-WAY ABANDONMENT**

When submitting your tentative map or drawing for an public utility easement or right-of-way abandonment, please include all of the items of information so all the public agencies affected will fully understand your intentions.

Tentative easement or right-of-way abandonments should include the following information:

1. Completed attached Public Works Abandonment application and Agreement to Pay form.
2. A brief typewritten letter requesting abandonment of the easement and the reason for the request. This letter shall be signed by the affected property owners or be accompanied by a letter stating that the requesting party is represented by the individual signing the letter.
3. A tentative map or drawing (8½"x11" or 8½"x14"). The contents of the map should include the following:
  - a) Scale drawing of parcels involved in the abandonment – exterior boundaries with distances
  - b) Existing and proposed lot lines
  - c) Existing structures, ponds, roads, etc.
  - d) Existing easement(s) that are affected
  - e) Assessor's parcel numbers
  - f) Lot numbers and/or subdivision information
  - g) North arrow
  - h) Scale
  - i) A vicinity map to show the subject property's location within the County
4. Letters of approval from all the affected public utility companies
5. Submit one (1) copy of each document and drawing to the Public Works Department with application and a check for \$1,055.04. Fees are due at time of application.

Upon submittal, the Nevada County Public Works Department will transmit copies to the various Departments involved for their review. The Zoning Administration will then review the documents for approval at a regular scheduled meeting. The Nevada County Board of Supervisors, according to Chapter 3, Section 320, Streets and Highways Code, State of California, will then take action by adopting a Resolution of Abandonment prepared by this Department.

Allow at least twelve (12) weeks for this process to be completed.

## **LIST OF RECOMMENDED CONTACTS**

Recommended contacts:

### **NEVADA IRRIGATION DISTRICT**

Mr. Matthew Crowe, Senior Right-of-Way Agent  
1036 W. Main Street  
Grass Valley, CA 95945  
(530) 273-6185, ext. 234

### **AT&T**

Mr. Astrid Willard, AT&T Government Liaison  
2700 Watt Avenue  
Sacramento, CA 95821  
(916) 888-2031

### **PACIFIC GAS AND ELECTRIC COMPANY**

Mr. Gil Yamzon, Land Agent  
343 Sacramento Street  
Auburn, CA 95603  
(530) 889-3131

### **NEVADA COUNTY DEPARTMENT OF PUBLIC WORKS**

Mr. Brad Torres, Operations Manager  
950 Maidu Avenue  
Nevada City, CA 95959-8600  
(530) 265-7103



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**PUBLIC UTILITY EASEMENT OR RIGHT-OF-WAY  
ABANDONMENT APPLICATION**

**PROJECT DESCRIPTION:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Assessor's Parcel No(s): \_\_\_\_\_

Applicant Name(s): \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_ FAX#: \_\_\_\_\_

Property Owners Full Names: \_\_\_\_\_  
\_\_\_\_\_

Property Owner Mailing Address: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_ FAX#: \_\_\_\_\_

Name of Representative (if applicable): \_\_\_\_\_

Address of Representative: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_ FAX#: \_\_\_\_\_

Site address(es): \_\_\_\_\_ Acreage(s): \_\_\_\_\_

Water Source: \_\_\_\_\_ Method of Sewage Disposal: \_\_\_\_\_

\*\*\*\*\*

I hereby acknowledge that I have read the instructions for filing this application and state under penalty of perjury that the information provided on all attached documents is correct.

Signature of ( ) Property Owner(s) or ( ) Authorized Representative\*Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\*Representative may sign application if a Letter of Authorization from the owner(s) is provided.



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COMMUNITY DEVELOPMENT AGENCY**

950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617  
(530) 265-1222 FAX (530) 265-9854 <http://mynevadacounty.com>

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

**AGREEMENT TO PAY FORM**

Nevada County Community Development Agency fees are based on Board of Supervisor approved fee schedules. Hourly fees and fees for services in excess of a minimum fee collected, including re-inspections, are billed to the applicant based on the Board approved fee schedule in effect at the time the work is performed by staff. This *Agreement To Pay Form* must be signed and original signatures submitted to the NCCDA along with the completed permit forms and the initial payment of fees. Copies of current fee schedules are available from our Customer Service Staff or on the web at <http://www.mynevadacounty.com>

I/We understand that the NCCDA will bill as services are rendered, and I/We agree to pay such billing within thirty (30) days of the mailing of such billing for the project/permit. If payments on outstanding invoices are not made within thirty (30) days after the date of the invoice, County staff may cease work on the project until the required payment is made, subject to any other provision of the law. All fees must be paid prior to the granting of any permits, approvals, or any land use entitlement for which services are required. The collection of fees, however, does not guarantee the granting of any permits, approvals, or land use entitlements for which I/We are applying.

**Site Information:**

**Invoices and/or notices to be mailed to:**

APN: _____	Name: _____
Property Owner/Business Name (if applicable): _____	Address: _____
Address: _____	Telephone: _____
Email: _____	Email: _____

I would like to opt out of receiving County emails related to this project.

NCCDA Staff is authorized to consult with necessary governmental agencies and the following individuals concerning this project: \_\_\_\_\_

*I certify under proof of perjury that I am the property owner or that I am authorized to enter into this fee agreement on his/her behalf. I have read the conditions concerning Nevada County Community Development Agency Fees and I understand that in the event that the billing party I have indicated does not pay required fees, I will be responsible for payment. I further agree to advise the department in writing should I no longer be associated with the above referenced project/property, rendering this agreement invalid as of the change of the date that the letter is received by the Nevada County Community Development Agency.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated: \_\_\_\_\_ CDL# \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Tel #: \_\_\_\_\_

**THIS SECTION FOR OFFICE USE ONLY**

Service: _____	Program: _____	Job No: _____
DPW #: _____	Project File #: _____	Billing Code: _____
Amount Collected: \$ _____	Receipt #: _____	Date of Receipt: _____
Service: _____	Program: _____	Job No: _____
DPW #: _____	Project File #: _____	Billing Code: _____
Amount Collected: \$ _____	Receipt #: _____	Date of Receipt: _____