



CITY OF WINTER PARK
401 PARK AVENUE SOUTH
WINTER PARK, FLORIDA 32789-4386

- 1) **Submit letter of request, including reasons for requesting the Easement Release.**
- 2) **Submit a copy of a Survey Plat showing the proposed area to be released.**
- 3) **Submit copies of letters from all utility companies stating their position on the proposed release. (List at bottom of page).**

The request can be submitted by mail to Don Marcotte, City Engineer, 401 Park Avenue South, Winter Park, Florida 32789, hand delivered to 500 N. Virginia Ave, Winter Park, FL 32789. or emailed to dmarcotte@cityofwinterpark.org. Contact Donald J. Marcotte, P.E., City Engineer (407) 599-3424 if you have any questions regarding Release of Easements.

UTILITY CONTACT LIST

TECO/Peoples Gas
600 West Robinson
P.O. Box 2433
Orlando, FL 32802-2433
Attn: Shawn Winsor, Gas Design/Proj. Mgr.
407-420-6663
407-843-6174 FAX
swinsor@tecoenergy.com

Duke Energy, Inc.
3300 Exchange Place
Lake Mary, FL 32746
Nicholas Brana
407-942-9727
407-942-9417 FAX
Nicholas.Brana@Duke-Energy.com

Charter (Brighthouse)
Marvin Usry
407-532-8509
P J King, Construction Supervisor
407-532-8508
3767 All American Blvd.
Orlando, FL 32810
407-532-8544 FAX
Marvin.UsryJr@charter.com

Century Link
Dave Kennedy
407-830-3279
Dina Dominguez
407-830-3421
952 First St.
Altamonte Springs, FL 32701
407-260-2683 FAX
dave.c.kennedy@centurylink.com
dina.dominquez@centurylink.com

City of Winter Park
Jason Riegler
Water/Wastewater Asst. Utility Director
401 Park Avenue South
Winter Park, FL 32789-4386
407-599-3355
407-643-1680 FAX
jriegler@cityofwinterpark.org

City of Winter Park
Michael Passarella
Electric Utility, Senior Engineer
1409 Howell Branch Rd
Winter Park, FL 32789
407-691-7801
407-643-1420 FAX
mpassarella@cityofwinterpark.org

Date: _____

Dear _____:

I am in the process of requesting the City of Winter Park vacate an (easement/right of way) as shown on the copy of the enclosed tax map. The site is located at (address) _____ in Winter Park. In order to have this action heard, I must provide letters of no objection from utility companies serving the neighborhood.

Please review your records, complete the form, below, and return this letter to me at _____ . If you have any questions, please contact _____

Sincerely

Name: _____

Address: _____

City, State, Zip Code: _____

_____ The subject parcel is not within our service area.

_____ The subject parcel is within our service area. We do not have any facilities within the easement/right of way. We have no objection to the vacation.

_____ The subject parcel is within our service area. We object to the vacation.

Additional comments: _____

Signature: _____

Print Name: _____

Title: _____

Date: _____