





# ABANDONMENT OF STREET, ALLEY, OR OTHER PUBLIC RIGHT-OF-WAY



City of Redding  
777 Cypress Avenue  
Redding CA 96001  
Telephone:  
(530) 225-4020  
FAX: (530) 225-4495

## PURPOSE

Persons desiring the abandonment (vacation) of a street or alley within the City must first apply for and receive approval of an Abandonment. The purpose of the application is to provide the City with the ability to consider the following:

- ▶ Is the street or alley right-of-way needed for present or future public street purposes?
- ▶ Will the granting of the Abandonment request impair or eliminate public street access to properties in the area or create landlocked parcels?
- ▶ Could the street or alley right-of-way be used for a bicycle or pedestrian path?
- ▶ Does the topography in the area render the construction or extension of a public street or alley impractical?
- ▶ Is the street or alley right-of-way included in the circulation plans of the Redding General Plan?
- ▶ Is the right-of-way needed for utilities, either planned or existing?

It is important to note that the City will not abandon any street or alley right-of-way unless it appears that it is not in the public interest to continue the establishment and maintenance of the street or alley.

## PROCESS

### Step 1 - Preapplication Discussion with Staff

It is recommended that the applicant review the proposal with Planning and Engineering staff prior to the submission of the formal application. This will allow an opportunity to discuss the feasibility of the request. In addition, the staff and applicant can review the required data and procedures to be followed through the process. Usually, this first step is the most important step and helps a project move faster through the process.

### Step 2 – Filing of Application

The applicant should submit a completed application, a map depicting the public right-of-way requested to be abandoned, a preliminary title report describing **only** the public right-of-way requested to be abandoned, a statement of the reasons for the Abandonment request, letters from the appropriate utility companies, and filing fee to the Development Services Department, 777 Cypress Avenue, Redding, California 96001, (530) 225-4020. A staff planner will review the material to make sure all the required information is provided. The applicant will be notified within 30 days after filing as to whether the application is complete or what additional information is required. The application must be signed by the property owner to whom the land will revert. The underlying fee title is shown by the title report, and only that portion shown by the title report would revert to the adjoining owner. If the right-of-way is owned in fee by the City, then it must be declared surplus. If declared surplus, then it may be sold or traded.

### Step 3 – Environmental Review

If the application is accurate and complete, a hearing is scheduled before the Board of Administrative Review (BAR) to identify any significant environmental impacts associated with the Abandonment request. The action of BAR is to recommend preparation of a negative declaration or an environmental impact report (EIR) or to refer the environmental determination to the Planning Commission. Notification of the hearing is given to adjacent property owners within a minimum of 300 feet from the exterior boundaries of the public right-of-way request to be abandoned.

## Step 4 – Permit Hearing

If an EIR is not required, the Planning Commission will review the Abandonment request at a public hearing and make a recommendation to the City Council. The City Council then considers the recommendation of the Planning Commission at a public hearing and either (1) denies the request; (2) approves the request and directs the City Attorney to prepare a resolution for Abandonment which includes the retention of all necessary easements; or (3) if the City owns the land in fee, refers the property to the City Attorney for disposition (sale, trade, etc.).

As a condition of approval, the City can retain utility easements within the public right-of-way. The City can also require street improvements within the right-of-way including, but not limited to, vertical curb, gutter, and sidewalk with tree wells and tree-well covers in the sidewalks; aggregate base and asphalt concrete surfacing between the gutter and the existing street pavement; streetlight(s); fire hydrant(s); driveway modifications; and waiver of access rights.

Before the resolution for Abandonment can be recorded, all street improvements must be constructed or a Deferred Improvement Agreement for future construction must be recorded per the instructions of the Engineering Division. The resolution for Abandonment is recorded in the County Recorder's Office, and the area to be abandoned is then merged with the adjoining parcel(s) to which it would revert.

---

## ESTIMATED TIME REQUIREMENTS

The actual time for the processing of an Abandonment application will vary depending on the complexity and magnitude of the request, but generally the period from time of acceptance of a complete application to recording of the resolution for Abandonment is approximately 10 to 12 weeks under normal circumstances.

---

## APPLICATION SUBMITTAL REQUIREMENTS

1. Application form completed and signed.
2. Current preliminary title report describing **only the public right-of-way requested to be abandoned**—not the applicant's property.
3. Statement of the reasons for the Abandonment request.
4. Letters from Pacific Bell Telephone, Charter Communications, and Pacific Gas and Electric Company (addresses below) stating: (1) the type and location of their respective utilities within the right-of-way and if any easements need to be retained and (2) if there are any plans for future improvement within the right-of-way.

Pacific Bell Telephone  
4434 Mountain Lakes Boulevard  
Redding, CA 96003

Charter Communications  
5797 Eastside Road  
Redding, CA 96001

Pacific Gas and Electric  
3600 Meadow View Drive  
Redding, CA 96002

5. Application fee - Refer to "Schedule of Fees and Charges."
6. Exhibit depicting area to be abandoned.
7. For abandonment of an open-space easement, supplemental information may be required. (See Open Space Abandonment Handout.)