



Release of Easement Instructions

An easement may be fully or partially released based on the type of easement originally granted. Easement releases are typically limited to relocation projects where a replacement easement is granted or, in the case of a blanket easement, to bring greater clarity in defining the easement area. If this request involves the relocation of SECO facilities, contact our Engineering Department at 352-793-3801 X7000 or e-mail alan.kimbley@secoenergy.com for details and estimated costs.

Application for the Release of an Easement

To request the release of an easement:

- Complete SECO's Release of Application form
- Provide a copy of your deed (Available at the County Clerk's office)
- Provide a copy of your property record card (Available at the Property Appraiser's Office)
- Provide a copy of the original easement grant (Cited on your title insurance policy and available from the County Clerk's office)
- Provide copy of your survey
- Provide a copy of your preliminary plat, if applicable
- Provide a certified legal description and sketch of description suitable for recording for area to be released and for area to be retained
- Include a check payable to Sumter Electric Cooperative, Inc. (SECO) in the amount of \$150.⁰⁰

If you are requesting a release for more than one current property owner, a separate application and fee is required for each release.

Mail the all of the above to:

Roxanne Mastrantonio
Land Rights Agent
Sumter Electric Cooperative, Inc.
330 South US Highway 301
P. O. Box 301
Sumterville, FL 33585-0301
352-793-3801 X1583



Release of Easement Instructions

No Electrical Facilities Located on Subject Lands

If no SECO facilities are located on the subject lands, provide a certified legal description and sketch of description for the area to be released.

Electrical facilities Located on Subject lands

Should SECO facilities be located on the subject lands, new rights must be granted prior to issuing the release. These new rights may be granted by plat, if you are developing a new subdivision, by reservation in the release of easement, or by grant of a newly defined easement.

New plats are required to provide a ten (10) foot wide easement along all front lot lines and adjacent to road rights of way, and five (5) feet along side and rear lot lines, or as required by a SECO Lead Planner. If you are preparing a new plat, please contact karen.oxendine@secoengery.com (353-793-3801 X1015) for specific details.

If your request involves a new plat, include a copy of the preliminary plat.

Survey Specifications

A certified survey is required, at the applicant's expense, to describe the area being released by the original grant of easement. The specification for the new easement is fifteen (15) feet each side of the distribution pole centerline and fifty (50') each side the transmission pole centerline.

Your boundary survey should depict the parent tract(s), the easement area to be released, and/or the easement area to be retained, as applicable. All surveys, sketches, and legal descriptions should be prepared on 8½ x 11 inch or 8½ x 14 inch paper, suitable for recording. Please include the following on your survey:

1. Certified legal description of the area to be released and the area to be retained, if applicable. If you are releasing a blanket easement and there are facilities located on the subject, a SECO Service Planner will define the new right of way area. Call 352-793-3801 X7000 or email alan.kimbley@secoenergy.com for assistance.
2. Show, label, and dimension the existing easement area and the area to be retained, if applicable.
3. Show and identify all SECO underground and overhead facilities (poles, guy wires, cabinets, transformers, etc.) by its associated tag number. Tag numbers are 4-6 digits located on a yellow vertical tag.
4. Show the distance from your existing or proposed improvements to the easement area and



Release of Easement Instructions

to the SECO facilities

6. Show and label SECO's access route to and from its facilities, if other than the easement.
7. Show the centerline of SECO's facilities.
8. If electric facilities are being relocated, indicate the new easement area.
9. Dimension the distance from the centerline of SECO's facilities to the edges of the easement.
10. Show a north arrow.

If Your Request is Approved

If your request is approved, we will prepare a full or partial easement release document, presented to SECO's Board of Trustees for approval. SECO's Board of Trustees meets the fourth Monday of the month. If determined by a SECO Planner, you may also be required to grant a new easement at no cost to SECO. We must be in receipt of any new easements prior to issuing the release. Please allow 60 days to process your request.

If Your Request is Denied

You will be notified in writing with the reason your request was denied.

How to Contact Us

Additional information may be obtained by emailing roxanne.mastrantonio@secoenergy.com or by calling 352-793-3801 X1583.