

# PRELIMINARY ACQUISITION NOTICE – EASEMENT/DONATION

DATE

U.B. Property Owner  
700 North Club Street  
Anytown, Missouri 64444

RE: 2010-PF-50 (Anytown)

Dear U.B. Owner:

This is to inform you that the City of Anytown has determined to acquire a permanent easement from you to be used to construct a sewer line across your property as part of our Community Development Block Grant sewer line extension project.

DED Project Easement brochure describing your rights and the city's procedures for acquiring property, under the Uniform Act (UA) process, is enclosed. You have the following UA rights:

- 1) You have a right to "just compensation" based on an appraisal if your property is estimated at more than \$10,000.
- 2) The procedures require that the city hire an independent appraiser to appraise the value of the easement.
- 3) You have the right to accompany the appraiser during the appraisal inspection of your property. A letter inviting you to accompany the appraiser will be sent by that appraiser at least five days prior to the appraisal inspection.
- 4) However, where the value of the easement is estimated to be \$10,000 or less, the determination of value may be based on a review of available data, rather than be determined by an appraisal.

Please note that in the last paragraph of the HUD brochure, a property owner may donate their property. In order to make this project more cost effective, we are asking you to donate the easement for the sewer line. We have enclosed a waiver of just compensation and donation form for you to review and to sign. If you decide to donate, please contact the city's grant administrator, Grants R Us, to make an appointment for your donation. Because the form does require a notarized signature, our grant administrator will provide a notary public to notarize your signature.

If you have any questions regarding this acquisition, please call the city's grant administrator, Grants R Us, at 444-444-4444.

Very truly yours,

Malcolm Mayor

cc Grants R Us

Enclosures: DED's Project Easement Brochure  
DED's Donation of Easement/Waiver form