



## Freeport Planning Department

P.O. BOX 339 \* FREEPORT CITY HALL \* 112 HIGHWAY 20 WEST \* FREEPORT, FLORIDA 32439

### APPLICATION FOR MINOR REPLAT OR LOT SPLIT

Applicability: Any person desiring to merge two lots into one parcel or to create two parcels out of one parcel is required to make application to the Freeport Planning Department

A developer or owner requesting a minor replat or lot split shall submit the following materials with this form, including the required application fee:

1. Proof of Ownership
2. Owner's Affidavit allowing Agent to act on Owner's behalf for purposes of processing this application.
3. Parcel Identification Number
4. Land Description and a statement of acreage or square footage of a)the original lot and b) of each proposed lot
5. Letter of sewer and water availability form the City Clerk
6. Three (3) 8 1/2" X 11"/14" signed/sealed/dated copies of the survey of the property prior to the replat/split, including existing structures, wetlands, FEMA designations, water bodies, etc.
7. Three (3) copies of a scaled drawing showing the intended division, prepared by a professional land surveyor registered in the state of Florida.
8. Application Fee: \$250.00.

***The City of Freeport reserves the right to request additional information which may be necessary for the review and completion of this application.***

**Owner's Name:**

**Owner's Mailing Address:**

**Owner's Phone Number:**

**Owner's Fax Number:**

**Owner's Agent:**

Agent's Address:
Agent's Phone Number
Agent's fax Number:
Parcel Identification Number (from the Property Appraiser's Office):
Physical 911 Address of Property:
Public Sewer Provider:
Public Water Provider:
Land description, and a statement of acreage or square footage of 1)the original parcel(s) and 2) the proposed parcel(s):

**This proposed Lot Replat / Lot Split has been reviewed for compliance with the City of Freeport's Land Development Code and Comprehensive Plan.**

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**This lot split as proposed is hereby approved / denied.**

**Comment:**

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**Planning & Zoning Official Signature**

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**Date of Signature**

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**THIS LOT REPLAT / LOT SPLIT MUST BE RECORDED IN THE CLERK OF COURT'S OFFICE AND A COPY RETURNED TO THE FREEPORT PLANNING DEPARTMENT IN ORDER TO BE DEEMED OFFICIAL BY THE CITY OF FREEPORT.**