

Lot Split or Boundary Adjustment

Lot splits or adjustments include the creation of new lots or the transfer of portions of existing lots to adjacent lots, with the permission of all property owners involved. Surveys are required that show existing and proposed boundary lines. Recording of such changes at the Putnam County Clerk of Courts is required.

Application date: _____

This application must be **typed or printed in ink** and submitted with any required attachments and an **application fee of \$100.00** (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386) 329-0103

TO BE COMPLETED BY APPLICANT		
1. Property Address: _____	2. Current Property Use: _____	
3. Parcel Number: _____	4. Lot size(s)/acreage: _____	
5. Current Zoning Designation: _____	6. Current Future Land Use Designation: _____	7. Required Attachments: <input type="checkbox"/> Legal Description(s) <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Application Fee <input type="checkbox"/> Survey with existing and proposed boundaries Note: All recording fees will be paid by applicant
8. Owner Name: _____ Owner Address: _____ _____ Phone Number: _____ Email Address: _____		
9. Agent Name: _____ Agent Address: _____ _____ Phone Number: _____ Email Address: _____		

10. This application submitted by:

Signature of property owner(s): _____

Print property owner's name(s): _____

Signature of Authorized Agent(s): _____

Print Authorized Agent's name(s): _____

STATE OF _____

County of _____

Before me this day personally appeared _____ who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this _____ day of _____ A.D. _____.

Notary Public

My commission expires: _____ State of _____ at Large

FOR OFFICIAL USE ONLY				
Date Submitted	Received By:	Current Zoning:	Current Future Land Use designation	Review by:
Approved by:				Date:
Review comments:				