



LOT SPLIT OR BOUNDARY ADJUSTMENT/COMBINE APPLICATION

APPLICATION DATE: _____

Application Requirements

This application must be completed and submitted with application fee and ALL required attachments.
(Checks payable to the City of Palatka)

- Application Fee (\$150) Copy of Recorded Deed Legal Description Survey

Lot splits or boundary adjustments/combinations 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. ****Only applicable when splitting one lot into two lots. (Refer to the City of Palatka Municipal code section 74-17.)** Recording of such changes at the Putnam County Clerk of Courts is required.

Property Information

Property Address: _____

Parcel Number: _____

Lot Size/Acreage: _____

Current Zoning Designation: _____

Flood Zone: _____ Base Flood Elevation _____ Firm Map# _____

Current Property Use: _____

Current Future Land Use Designation: _____

Utilities: Property is serviced by: _____

Applicant Information

1. Owner Name: _____

2. Owner Address: _____

3. Email Address: _____

4. Phone Number: _____

1. Agent Name: _____

2. Agent Address: _____

3. Email Address: _____

4. Phone Number: _____

To be Notarized

Name (Print Name): _____

Signature: _____ Date: _____

STATE OF _____ County of _____

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

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

(Notary Seal)

Notary Public

My commission expires: _____

State of _____ at Large

Type of Identification Produced: _____

For Official Use Only

Date Submitted: _____ Received By: _____

Current Zoning: _____ Current Future Land Use designation _____

Review by: _____ Approved by: _____ Date Approved: _____

Review comments:

