

**THE CITY OF EDGEWATER
DEPARTMENT OF PLANNING AND ZONING
139 East Park Avenue, Edgewater, Florida 32132
386-424-2412**

MINOR REPLAT & LOT SPLITS

OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____ CASE NO. _____

FEE- \$300.00 (includes two inspections)

\$25.00 re-inspection

APPLICANT NAME: _____

MAILING ADDRESS: _____

PHONE NUMBERS: HOME: _____ WORK: _____

FAX NUMBER: _____

OWNER'S NAME(if different from applicant): _____

MAILING ADDRESS: _____

PHONE: _____

EXISTING SHORT PARCEL # _____

EXISTING LEGAL DESCRIPTION: _____

STREET LOCATION: _____

TOTAL NUMBER OF ACRES OR SQUARE FOOTAGE OF EXISTING PARCEL OR
COMBINATION OF PARCELS: _____

CURRENT ZONING: _____ NUMBER OF PROPOSED LOTS: _____

DIMENSION OF EACH PROPOSED LOT (i.e. lot # 1=75' x 115', lot #2=80' x
115') _____

Pursuant to Chapter 286, F.S., if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceeding and will

need to insure that a verbatim record of the proceeding is made. The City does not prepare or provide such record.

PLEASE SUBMIT YOUR APPLICATION ACCURATELY WITH A COMPLETED CHECKLIST AND ALL REQUIRED ATTACHMENTS. SUBMISSIONS OF INCOMPLETE APPLICATIONS WILL DELAY PUBLIC HEARING.

I have read and agree to the terms and conditions set forth in this application.

SIGNATURE OF OWNER: _____ DATE: _____

SIGNATURE OF APPLICANT: _____ DATE: _____

THE CITY OF EDGEWATER

NOTARIZED AUTHORIZATION OF OWNER

I/We _____ as the sole or joint fee
(owner's name)
simple title holder(s) of the property described as: _____

(legal description or parcel number)

authorize _____ to act as my agent to seek a
_____ on the above referenced property.
(type of request)

Owner's Signature

Owner's Signature

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me on this _____ (date) by
_____ (name of person acknowledging), who is personally known to me
or who has produce _____ as identification and who did
(type of ID)

not take and oath.

NOTARY PUBLIC – STATE OF FLORIDA

NAME OF NOTARY – TYPED OR PRINTED

COMMISSION # _____

**MINOR REPLATS & LOT SPLITS
CHECK LIST**

Minor Replats & Lot Split Requirements:

- _____ 25-year Ownership and Encumbrance Report (O&E) of less than six (6) months **or** a Title Insurance Policy of less than six (6) months, **or** Title Report of less than six (6) months, from a Title Company.

- _____ Current Warranty Deed.

- _____ **One (1) copy** of a survey (not more than one (1) year old) of the existing lot(s), signed and sealed by a registered and licensed surveyor, showing all lot dimensions, north point, acreage, names and dimensions of abutting streets and easements and all improvements.

- _____ **Three (3) copies each of the survey** for each of the proposed lots (shown separately), signed and sealed by a registered and licensed surveyor, to include the legal description of each lot or parcel and all covenants (if applicable) on Legal Size Paper.

- _____ Letter from Volusia County Finance Department stating all taxes on property are up to date, on County letterhead and signed by County employee.

- _____ Joinder from mortgage holder (if property is encumbered)

CITY OF EDGEWATER

AGREEMENT FOR CONSULTANT, ENGINEERING, PLANNING, ENVIRONMENTAL, LEGAL, ADVERTISING COSTS & ON-SITE INSPECTIONS

The City of Edgewater contracts for certain consultant, engineering, planning, environmental and legal services related to its review of development projects. All fees charged by any such consultant, engineering, planning, environmental, on-site inspections and/or legal service providers are required to be paid by the **owner/applicant**. In addition, the **owner/applicant** is required to pay all advertising and recording costs in connection with application submitted by the undersigned.

The undersigned agrees that it shall be liable to the City for one hundred percent (100%) of the actual costs, both direct and indirect, of coordinating and reviewing the application submitted by the undersigned, including, but not limited to, the following:

Engineering Review and Approval Fees

Planning Consultant Fees

On Site Inspection and Approval Fees

Legal Fees

Advertising Costs

Recording Costs

The owner/applicant does hereby acknowledge that on-site inspections by City staff, consultants, elected and appointed officials are permitted on said property.

The undersigned agrees to pay the above-referenced fees within thirty (30) days of receipt of an invoice for same and further agrees to pay to the City interest on the unpaid balance at the rate of one percent (1%) per month for any fees not remitted within thirty (30) days of receipt of an invoice for same. No Development Order or Certificates of Occupancy will be issued until all of the above-referenced fees are paid in full.

OWNER/APPLICANT:

_____ ,

a _____

By: _____

Printed Name: _____

Title: _____

Date: _____