

REPLAT - SUBSTANTIALLY SIMILAR PLAT APPLICATION

Application No.: _____ Date: _____

* Agent for Petitioner .

Applicant*

Name: _____
 Address: _____
 City: _____
 State: _____ Zip: _____
 Home No.: _____ Cell No.: _____
 Work No.: _____ Fax No.: _____
 Email: _____

Petitioner(s)

Name: _____
 Address: _____
 City: _____
 State: _____ Zip: _____
 Home No.: _____ Cell No.: _____
 Work No.: _____ Fax No.: _____
 Email: _____

Property Description: Section: _____ Township: _____ South Range: _____ East

Legal Description: _____

Subdivision: _____ Lot(s): _____ Block/Parcel: _____

Alternate Key #: _____ Parcel ID: _____

Attach Proof of Ownership

Date of Boundary Survey: _____ Revision Dates (if any): _____

Total Acreage of Subdivision: _____ Developed Density @: _____ DU/Acre

Future Land Use Designation: _____ County Road (Must be Paved): _____

Total Number of Proposed Lots: _____ Total Number of Proposed Parcels: _____

Approximate Number and Acreage of:

Single-family Parcels: _____ # _____ Acres± Multi-family Parcels: _____ # _____ Acres ±

Name of Proposed Subdivision: _____

List tract numbers and approximate area for the following to be provided by the plat:

	<u>TRACT #</u>	<u>ACRES ±</u>
Sewer Plant and Treatment Areas	_____	_____
Water and Well Sites	_____	_____
Stormwater Retention	_____	_____

If the applicant is other than the owner, a letter of authorization is required from the owner of the property to be subdivided.

I DO HEREBY SWEAR THAT THE INFORMATION CONTAINED HEREIN AND THE ATTACHMENTS HERETO ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Signature: _____

STATE OF FLORIDA
 COUNTY OF CITRUS

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared _____, who is personally known to me or provided _____ as identification and who did not take an oath.

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

 Printed Name

Seal

 Notary Public - State of Florida

For Staff Use Only

Date: _____
 Time: _____
 Initials: _____

ATF: _____
 QTR: _____
 LUD: _____

**CHECK LIST FOR REPLAT - SUBSTANTIALLY SIMILAR PLAT
PLT - _____**

<u>YES</u>	<u>NO</u>	<u>N/A</u>	<u>GENERAL REQUIREMENTS – ALL SHEETS</u>
_____	_____	_____	1. Title Page
_____	_____	_____	a. Subdivision name
_____	_____	_____	b. Attorney’s opinion of title or title company certificate
_____	_____	_____	c. Notary acknowledgment
_____	_____	_____	d. Developer’s acknowledgment and dedication
_____	_____	_____	e. Consent of mortgagee
_____	_____	_____	f. Signature lines for officials
_____	_____	_____	g. Surveyor’s original signature and seal
_____	_____	_____	h. Engineer’s original signature and seal
_____	_____	_____	2. Stated graphic scale – plat
_____	_____	_____	3. North arrow
_____	_____	_____	4. Surveyor’s name
_____	_____	_____	5. Date
_____	_____	_____	6. Sheet size: 24” x 36”
_____	_____	_____	7. Margin: 1” except left side where 3” is required
_____	_____	_____	8. Sequential cross-referenced numbering (e.g., Sheet 1 of 4)
_____	_____	_____	9. Index sheet
_____	_____	_____	10. Notes explaining abbreviations
_____	_____	_____	11. Lettering (minimum: 1/8”)
_____	_____	_____	12. Location map
_____	_____	_____	a. Stated graphic scale
_____	_____	_____	b. Position in and relationship to section(s)
_____	_____	_____	c. Township(s) and range(s)
_____	_____	_____	d. Principal roads
_____	_____	_____	e. City limits (if applicable)
_____	_____	_____	13. Legal description – metes and bounds
			<u>OTHER SPECIFIC REQUIREMENTS WITHIN THE SUBDIVISION</u>
_____	_____	_____	14. Lots
_____	_____	_____	a. Size/dimension
_____	_____	_____	b. Lot(s) or tract(s) – numbered consecutively
_____	_____	_____	c. Block(s) – numbered consecutively
_____	_____	_____	15. Right-of-way
_____	_____	_____	a. Width
_____	_____	_____	b. Location
_____	_____	_____	16. Existing easements
_____	_____	_____	17. Proposed easements or rights-of-way
_____	_____	_____	a. Drainage – 30 feet
_____	_____	_____	b. Utilities – 16 feet
_____	_____	_____	18. Proposed special reservations (as applicable)
_____	_____	_____	a. Potable water well site
_____	_____	_____	b. Sewer plant and treatment site(s)
_____	_____	_____	c. Drainage area(s) or notation
			<u>OTHER SPECIFIC REQUIREMENTS WITHIN THE SUBDIVISION</u>
_____	_____	_____	19. Proposed open space(s)
_____	_____	_____	20. Recreation area(s)
_____	_____	_____	21. Street name(s)
_____	_____	_____	22. Flood plain limits with flood elevation or note if not in a flood hazard area
_____	_____	_____	23. Dimensions of perimeter of proposed subdivision
_____	_____	_____	24. Relationship to any water(s) edge (all bodies of water)
_____	_____	_____	25. Jurisdictional line

OTHER REQUIREMENTS AFFECTING THE SUBDIVISION

- _____ 26. Certification of ownership
- _____ 27. Declaration of covenants, conditions, and restrictions (if any)
- _____ 28. Utility companies' agreements on easements (if any)
- _____ 29. Plat variance(s) approval(s) (if any)
- _____ 30. Central water and/or sewer agreement, if applicable
- _____ 31. Notation of method of water and sewer, and supplier if from existing utility
- _____ 32. Seven (7) copies of the replat, and seven (7) copies of a current, sealed boundary survey
- _____ 33. Final Plat in digital format*.
- _____ 34. Application fees collected \$400.00 + \$10.00 per lot and \$20.00 for advertising fees
(Made payable to BOCC)
- _____ 35. Recording fees collected **(Made payable to the Clerk of Courts):**
Drawings - \$30.00 first page + \$15.00 each additional page
Documents - \$10.00 first page + \$8.50 each additional page

ADDITIONAL COMMENTS OR REQUIREMENTS:

CHECKED IN BY: _____

DATE: _____

TIME: _____

AUTHORIZATION

APPLICATION REQUEST: (check one)

____ Variance ____ Conditional Use ____ Minor Subdivision ____ Lot Reconfiguration

____ Plat Vacation ____ Street Vacation ____ Comprehensive Plan Amendment

____ Atlas Amendment ____ Other (specify): _____

LEGAL DESCRIPTION OF PROPERTY:

Section _____ Township _____ Range _____ Alternate Key # _____

Lot/Parcel _____ Block _____

Subdivision _____

I, _____, owner of the above described property,
(Name of Owner)

authorize _____ of _____ to
(Name of Representative) (Name of Business)

serve as agent on my behalf for the purpose of making application for the proposed request. No further authorization is expressed or implied, than that which is described herein.

SIGNATURE: _____

STATE OF FLORIDA
COUNTY OF CITRUS

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared _____, who is personally known to me or provided _____ as identification and who did not take an oath.

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

Printed Name Seal

Notary Public - State of Florida



Board of County Commissioners

DEPARTMENT OF DEVELOPMENT SERVICES

Web Address: <http://www.bocc.citrus.fl.us>

Toll Free (352) 489-2120 TTY (352) 527-5312

3600 W. Sovereign Path, Lecanto, FL 34461-8070

In reply, refer to:

NOTICE

INFORMATION REQUIRED FOR ALL APPLICATIONS

Effective August 22, 2006, it is the policy of the Board of County Commissioners to require complete and sufficient applications prior to setting of a public hearing date. The application you submit to the Community Development Division (CDD) must include a completed application with proof of ownership, authorization by owner (as applicable), necessary fees, legal description, site plan, and any additional information identified by the CDD as deemed necessary to review and prepare a written findings report and recommendation to the Planning and Development Review Board and/or the Board of County Commissioners. Such information may include, but is not limited to, boundary survey, master plan of development, biological survey, tree preservation plan, landscape plan, historical/archeological survey, wetland boundary delineation, line of mean annual flood or ordinary high water line, parking study, transportation facilities analysis (subject to prior methodology acceptance), drainage facilities analysis, public school facilities analysis, public facilities (water/wastewater) analysis, level of service compliance, and other agency approvals. **Applications deemed incomplete will be returned to the applicant.**

Once the application is deemed complete, the CDD shall have thirty (30) days in which to make a determination as to the sufficiency of the information contained in the application for the purpose of review and to prepare a findings report and recommendation to the Planning and Development Review Board and/or the Board of County Commissioners. You will be notified in writing as to the sufficiency status of your application. If your application is deemed insufficient, such application shall be held in abeyance until such time as the required information is received by the CDD. If you fail to provide the information requested by the CDD within 120 days of notification, or within a time agreed upon by the applicant and the CDD, the application shall be considered withdrawn. When the CDD determines that the application information is sufficient to review, then the public hearing date will be set. Formal notification of hearing dates will be mailed to you.

You may request that the CDD arrange a conference to discuss requirements for information in accordance with the adopted standards and criteria of the Citrus County Land Development Code and the Citrus County Comprehensive Plan. A determination of sufficiency by the CDD does not necessarily indicate that the CDD or other reviewing agencies agree with the information and conclusions presented in the application, nor does it constitute a determination for positive findings for recommendation by the Department to the Planning and Development Review Board and/or the Board of County Commissioners.

Administration Suite #109 (352) 527-5220 Fax 527-5317	Building Division Suite #111 (352) 527-5310 Fax 527-5317	Housing Services Division Suite #147 (352) 527-5377 Fax 527-5389	Community Development Suite #140 (352) 527-5239 Fax 527-5252
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