



City of Wildwood, Florida
Development Services Department
100 N. Main St., Wildwood, FL 34785
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www.wildwood-fl.gov

Staff Use Only
Case No.:
Fee Paid:
Receipt No.:

Contact Information:

Lot Split (Plat) Application

Applicant Name: Phone:
Address: E-mail:
Owner Name: Phone:
Address: E-mail:
Engineer Name: Phone:
Address: E-mail:

Property and Project Information:

PROJECT NAME*:

*A project name is required for all submissions. Please choose a unique name for your project.

Property Address:
List Parcel Number(s):
Current Use of Property: Proposed Use of Property:
Current Future Land Use (FLU): Current Zoning:
Nearest Intersection: Size of Property (Acres or Square Feet):

Required Submittal Items:

All submittals require two (2) CD copies with all below materials submitted in PDF format. All CD files MUST be labeled as shown below and numbered in the order they appear below. Failure to do so will result in a delay in processing your application.

- A.0 Lot Split Application / \$300.00 Fee
A.1 Property Card Printout (Include Parcel ID)
A.2 Current Deed
A.3 Aerial Photo / Location Map Printout
A.4 Future Land Use Map Printout
A.5 Zoning Map Printout
A.6 Legal Descriptions of Existing Lot and Proposed Lots (Microsoft Word format)
A.7 Signed, Notarized Authorized Agent Form
B.1 Signed and Sealed Boundary Survey or Plan, depicting:
Lot size and dimensions
Building setbacks
Locations of easements
Names of bordering streets
Locations of existing and proposed buildings
Locations of proximate waterways, wetlands, etc.
Brief description of all City utilities and services
List names/addresses of all adjacent property owners
Survey depicting lands as existing AND as proposed

Note: All maps are required to depict adjacent properties at a minimum. Failure to provide adequate maps may delay the application process. Most maps are accessible through the Interactive Map at https://www.sumtercountyfl.gov/105/GIS. Legal descriptions MUST be provided for both the original property and and the proposed properties as separate documents.

Please describe your request in detail:

Required Data, Documents, Forms & Fees

Attached to this application is a list of REQUIRED data, documents and forms for each application type as well as the adopted fee schedule. These items must be included when submitting the application package. Failure to include the supporting data will deem your application package INCOMPLETE and will not be processed for review. Per Sec. 14-3 of the Wildwood Code of Ordinances, all charges for engineering plan review, site inspections/visits, and other engineering services deemed necessary shall be paid by the developer at cost.

Signature: Date: