



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 documents listed below can be submitted electronically in PDF format.

\*Lot Split Application Fee - \$300, 3rd & subsequent resubmittals - \$150 each

- A.0 Lot Split Application\*
A.1 Property Card Printout (Include Parcel ID)
A.2 Current Deed
A.3 Aerial Photo / Location Map\*\*
A.4 Future Land Use Map\*\*
A.5 Zoning Map\*\*
A.6 Legal Descriptions of Existing Lot and Proposed Lots (Microsoft Word format)
A.7 Signed, Notarized Authorized Agent Form (If application is being submitted by any person other than the legal owner(s) of the property)
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 Microsoft Word format and must comprise the ENTIRE development.

Please describe your request in detail:

Required Documents & Fees

The required submittal items listed above must be included when submitting the application package. Note: All PDF files MUST be numbered and labeled as shown above. Failure to include the above supporting documentation will delay processing of your application package. A sufficiency letter will be issued within seven (7) days of receipt of application package. 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: Print Name: Date: