

Proposed legal descriptions: _____

Please attach additional pages if needed

Existing Dimension of the lots: Lot #1 _____ Lot #2 _____

Proposed Dimensions of the lot: _____

Signature of Applicant

Date

Title

**STATE OF FLORIDA
COUNTY OF CITRUS**

The foregoing instrument was acknowledged before me by () physical presence or () remote audio-visual means this _____ day of _____, 20____ By _____ who is personally known to me, or has produced _____ as identification and who did not take an oath.

Signature of Notary Public

(SEAL)

- Approved Disapproved Approved with conditions

Conditions: _____

Zoning Official

Date

SUBDIVISION CHECKLIST:

This is not a comprehensive list. Please refer to the City of Crystal River Land Development Codes; you can view our codes at the city website: www.crystalriverfl.org

- Please note: all comments will be sent via email unless otherwise requested.
- Please submit all surveys **FOLDED**: Paper size no smaller than 11"x17".
- Original & revised submittals: 3 hard copies and 1 electronic
- If applicant is other than the property owner a **signed, notarized** letter of authorization to act on the property owner's behalf is **required**.

CODE REQUIREMENTS

Chapter 10, Section 10.01.04(F)

- 1) "A minor subdivision is an alteration of a common property boundary between two (2) platted lots.
- 2) A minor subdivision may increase or decrease the lot areas, but shall not result in a lot that does not comply with the density, dimension, or other design requirements of this LDC.
- 3) A minor subdivision shall not create a nonconforming situation with regard to a lot or any structures located on a lot.
- 4) A minor subdivision is exempt from the platting requirements set forth for preliminary and final plats in this section.
- 5) An application for a minor subdivision shall include the following information in addition to the information required in section 10.01.02:
 - a. Existing and proposed legal descriptions, including existing easements and rights-of-way.
 - b. Existing and proposed dimensions of the lots subject to the proposed lot line adjustment.
 - c. Applicable zoning district and site design requirements pursuant to this LDC."

Upon approval from the City, you will need to record the new survey with the Clerk of the Citrus County Courts; it is then recommended that you file a copy of the recorded survey with the Citrus County Property Appraiser's office (for speedier service). Please return a copy of the recorded survey to the Zoning Department.