

LOT SPLIT APPLICATION REQUIREMENTS/CHECKLIST

- PLAT: A plat prepared by a registered land surveyor that contains the boundaries, dimensions, existing & proposed public rights of way accessing the property, legal descriptions of the original parcel and of the two new parcels.
- UTILITY MAP: A map indicating the existing and proposed locations of all utilities near or on the subject parcel.
- TITLE REPORT: A title report shall be submitted.
- DEED: A deed defining the transfer of property.
- FEE: A processing fee of \$1,600.00 shall be submitted.