

Gulf County Planning/Building Department
Minor Replat Application
Revised 3-22-00
Application Fee - \$150.00

A. Complete application information below

1) Name _____

2) Address _____

3) Telephone Number _____

Fax Number _____

4) Authorized Agent (if applicable) _____

Address _____

Telephone Number _____

Fax Number _____

B. Property Information (Before Division)

1) Property Tax Reference Number _____

2) Existing Land -Use Designation _____

3) Size of Existing Property (sq. ft. or acres) _____

4) Public Water Systems Available Yes () No ()

5) Sanitary Sewer Service Available Yes () No ()

Important Notes

Application must be accompanied by the legal description of property before and after division.

Special note for Item 4 above: If authorized agent is used, a notarized letter from applicant giving permission to agent to process their minor replat.

C. Property Information After Subdivision

1) Size of Proposed Lots or Parcels (sq. ft. or Parcels) _____

2) Does a Proposed Lot(s) or Parcel(s) Abut a Public or Private Street?

Yes () No ()

3) Does Proposed Lots Conform to 4.01.01 of Gulf County LDR?

Warning to surveyor's and owners to be aware of Gulf County large amount of sensitive land.

A. Wetlands and other sensitive land issues comply with all federal, state, special management agencies and are not part of density acreage.

B. Parcels must be suitable for constructing a structure without compromising environmentally sensitive lands.

Yes () No ()

D. Survey Information Required

1) A scale drawing showing the existing parcel and the proposed parcels, which must be prepared by a professional land surveyor registered in the State of Florida.

2) The Drawing must have or be accompanied by a legal description of the existing parcel and a legal description of each proposed parcel. **(Legal must include boundary survey plus square footage or acreage of original and each proposed parcel. Each proposed parent and proposed parcel should be easily identified.**

3) In the event that any principal or accessory structure(s) are located on property, the structure(s) must be accurately depicted on replat.

4) County LDR required road and building setbacks must be drawn on replat.

5) Replat must be titled as follows:

a. Title must be lettered and size that allows the title to be easily visible.

b. Title must be in the following form:

Applicant Name ---- Minor Replat ---- Year

Example: **John Doe – Minor Replat – 2000** or JOHN DOE - MINOR REPLAT - 2000

6) If either proposed lot abuts a street right of way that is not a public street, language must be placed on the replat in substantially the following form:

“Gulf County Regulations require streets and right of ways to meet the Design specifications for roadways as outlined in the County Land Development Regulations prior to consideration of acceptance of ownership or maintenance duties by Gulf County.”

7) One drawing no less than 11” x 17” of proposed minor replat for permanent file. Drawing must have survey scale and surveyor’s seal

8) One drawing of proposed minor replat on 8 1/2 “ x 14” for recording in the County Official Record Book (ORB). Multiple pages can be used to maintain legibility and allow space for

survey and legal information. All pages must be 8 1/2" X 14" with survey scale and surveyor's seal to be recorded in the ORB.

To aid you in your minor replat process:

1. Fill out application and submit supporting documents
2. Planning Department reviews application
3. If denied, corrective action directions will be given
4. If approved, record in the Official Record Book (ORB) in the Clerks Office and if disclosures are required, record them in **Bold Letters**.
5. Obtain new tax parcel numbers from Property Appraisers Office.
6. Return completed documents to Planning Department for final approval.

