



Instructions
Utility Availability Request
for Vacant Property
Commercial & Multi-Family

Form CCU-Eng-I002

Effective Date: 04/18/06

Page 1 of 1

ONE form per Lot or Parcel

The Accompanying Form **Must** Include ALL Of The Following or it will be rejected:

AERIAL MAP: Retrieve this map from www.ccgis.com and submit highlighted parcel with application.

DATE: Provide the date of the request.

REQUESTOR NAME: Provide the name of the individual requesting the information.

BUSINESS NAME: If business, provide name of entity.

REQUESTOR/BUSINESS ADDRESS: Provide mailing address – street number, street name, city, state and zip code of requestor/business.

PHONE NUMBER: Provide area code + telephone number of requestor.

FAX NUMBER: Provide area code + fax number of requestor.

E-MAIL ADDRESS: Provide e-mail address of requestor.

LEGAL DESCRIPTION OF VACANT LOT: Can be found on Deed, Tax Bill, Appraiser's Page, etc. Example of Short Legal: *PCH 001 0002 0003* would be *Section PCH 001, Block 0002, Lot 0003.*

STREET ADDRESS: Provide street number and street name of vacant lot.

PROPOSED PROPERTY USE: Provide intended use of property if available.

DRC REQUIRED: Check box if a DRC (Development Review Committee) application is required. (if applicable)

The Availability Request should be forwarded to:

Charlotte County Utilities
Attn: Engineering Department
25550 Harbor View Road, Unit 1
Port Charlotte, FL 33980

FAX: 941-764-4319



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for Vacant Property
Commercial & Multi-Family**

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DATE: _____

REQUESTOR NAME: _____

BUSINESS NAME: _____

REQUESTOR/BUSINESS ADDRESS: _____

PHONE #: _____ FAX #: _____

E-MAIL ADDRESS: _____

LEGAL DESCRIPTION: Legal Description w/ Map. Retrieve map from www.ccgis.com

LOT: _____ BLOCK: _____ SECTION: _____
(ONLY ONE LOT PER FORM) (MUST INCLUDE 3-LETTER IDENTIFIER)

STREET ADDRESS OF PROPERTY: _____

PROPOSED PROPERTY USE: _____
(if available)

DRC Required (if applicable)

If water and/or sewer is noted above as being available, this proposal shall not be construed as a commitment to provide service until a service agreement has been fully executed, applicable fees paid, and all necessary approvals by all required applicable bodies have been obtained.

**Only valid for six months from date of confirmation.*

DESCRIPTION MUST INCLUDE AN [AERIAL MAP](#) OF PROPERTY

PLEASE FORWARD TO: CHARLOTTE COUNTY UTILITIES
25550 HARBOR VIEW ROAD, UNIT 1
PORT CHARLOTTE, FL 33948-1098
PHONE: 941-764-4300 FAX: 941-764-4319