COMMUNITY DEVELOPMENT DEPARTMENT

Land Split Determination Application (revised 10/10/2019)

NOTE: BEFORE submitting to Community Development for review, submit this application to Charlotte County Environmental Health, 1100 Loveland Blvd, Port Charlotte, FL 33980 for their approval. Any fees due to Environmental Health must be paid directly to that agency.

If the application is rejected by the Health Department, Community Development will not review, it is automatically denied.

AFTER approval by the Health Department, forward the complete application package to Community Development with an application fee of $110.00, payable to the Charlotte County Board of County Commissioners (CCBCC).

Applicant’s Name: ____________________________ Date: ____________
Address: ____________________________________________
City: ____________________________________________ Zip: ____________
Phone: __________________ Fax: ____________ Email: __________________
Parcel ID # (Required):
Current Owner’s Name:
Complete Address of Subject Property:

Please describe your intentions and attach a signed & sealed survey that details exactly how the proposed split will appear:

________________________________________________________________________

Applicant’s signature ____________________________ Date ____________

Health Department Approval: ____________________________ Health Department Rejection: ____________________________
(Signature & Date) (Signature & Date)
Charlotte County allows certain land splits to be exempt from the Subdivision Regulations. However, any proposed split requiring the creation of more than two lots must go through the subdivision process. Zoning Division staff can provide information related to building code requirements.

**To qualify, it is up to the property owner to verify the following:**

1. The land has not been previously divided since February 1, 1992.
2. Any newly created parcels must meet all other provisions of Charlotte County Code, particularly lot size, lot width, setbacks and actual road frontage of at least 50 feet (20’ for flag lots only). Easements do not qualify as road frontage.
3. You must be certain there are no variances, easements or other restrictions which might prevent the split of such land.

**YOU MUST PROVIDE A CURRENT SIGNED & SEALED SURVEY WITH THIS APPLICATION THAT DEPICTS EXACTLY HOW THE PROPOSED SPLIT IS INTENDED. ANNOTATING AN EXISTING SURVEY IS NOT ALLOWED.**

Split or subdivision of properties not in compliance with Charlotte County Regulations shall be deemed non-conforming and NO permits will be issued for improvements thereon until the non-conformity is corrected.

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**DO NOT WRITE BELOW THIS POINT**

The area below for staff comments ONLY

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**Current Zoning:**

**Future Land Use:**

**Urban Service Area:** YES NO

**Minimum Lot Width:** Feet

**Minimum Lot Area:** Acres/Sq Ft

**Roads abutting this property which qualify as road frontage:**

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**Property has already been split using one-time split?**

YES NO

**Community Development Department:** Approved ____ Denied ____

**Comments:**

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**THIS PROPOSED SPLIT REQUIRES FULL SUBDIVISION APPLICATION FOR PLATTING:**

YES NO

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**Prepared by:**

**Date:**

Submit this form to:

Charlotte County Community Development
18400 Murdock Circle
Port Charlotte, FL 33948
Phone 941-764-4954

**Once this application has been approved, the applicant must deliver it to the Charlotte County Property Appraiser’s Office where the actual changes to the County maps are made.**