



STAFF USE ONLY Intake Date: _____ Fee Paid: _____
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TOWN OF HAVERHILL
PERMITTING AND LICENSING DEPARTMENT
4585 Charlotte Street, Haverhill, Florida 33417 561-689-0370 FAX 561-689-4317

MINOR SUBDIVISION APPLICATION
(The division of a parcel of land into less than five lots)

Each subdivide of land shall confer with the Mayor and the Town Clerk before preparing and submitting a preliminary subdivision plan in order to become familiar with the subdivision requirements and with the Ordinances of the Town plan affecting the area in which the proposed subdivision lies. A copy of Chapter 54 "SUBDIVISION, PLATTING AND REQUIRED IMPROVEMENTS", of the Town of Haverhill Code of Ordinances is attached for your reference.

INSTRUCTIONS TO APPLICANTS:

1. Complete all sections of this application. If not applicable, indicate with N/A.
2. Provide required attachments (12 copies of the Plat, which shall be a scale drawing; a current survey of the entire property to be subdivided, showing the existing buildings, structures and other improvements)
3. Pay a filing fee in the amount of \$300. In addition to the filing fee, an additional check in the amount of \$700 needs to be collected and placed in an escrow account to cover legal, advertising and professional review fees./

PROPERTY OWNER AND AGENT

Property Owner of Record: _____

Address: _____ City _____ ST _____ Zip _____

Phone: _____ Cell: _____ FAX: _____

Petitioner (if other than property owner): _____

Address: _____ City _____ ST _____ Zip _____

Phone: _____ Cell: _____ FAX: _____

Agent : _____

Address: _____ City _____ ST _____ Zip _____

Phone: _____ Cell: _____ FAX: _____

PROPERTY LOCATION

Property Control Number: _____

Section: _____ Township: _____ Range: _____ Total # of acres: _____

Project Name: _____

Project Address: _____

General Location (closest Intersection, in miles or fraction thereof): _____

LAND USE AND ZONING INFORMATION

Present Zoning Designation: _____

Future Land Use Designation: _____

Existing Uses on Property: _____

Proposed Use: _____

WATER/SEWER/UTILITIES

Present Utilities: Well _____ County Water: _____ Sewer: _____ Septic: _____

Underground Cabling: _____

Proposed Utilities: Well _____ County Water: _____ Sewer: _____ Septic: _____

Underground Cabling: _____

PROJECT DESCRIPTION

Explain specific request: (What is it you are seeking approval for.) _____
