

PUTNAM COUNTY  
PLANNING & DEVELOPMENT SERVICES

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**LOT SPLIT INQUIRY  
REQUEST FORM**

DATE: \_\_\_\_\_

REQUESTED BY:

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE / FAX: \_\_\_\_\_

PROPERTY INFORMATION SUBJECT TO INQUIRY:

PARCEL #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Would the proposed lot split be for an immediate family member? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, is that family member one of the following (please circle):

parent, stepparent, adopted parent, sibling, child, stepchild, adopted child,  
grandchild or grandparent

Brief Description of what you are hoping to do: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

By submitting this form, the planning staff will review the request and research the property to see if it is eligible for a lot split. Staff will contact you with the determination. **If you want the determination in writing there is a fee of \$35.00.** Please understand that this is not the formal lot split application! An answer to your request will be provided as soon as possible. Please note, this inquiry is free, but may take 2-4 weeks dependent upon mandatory job duties.

Signature: \_\_\_\_\_