

PUTNAM COUNTY
PLANNING & DEVELOPMENT SERVICES

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Palatka, FL 32177
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Planning & Zoning: (386) 329-0491
Building: (386) 329-0307
Code Enforcement: (386)-329-0317
Website: www.putnam-fl.gov

LOT INQUIRY REQUEST FORM

Date: _____

1. Applicant Name: _____
2. Mailing Address: (street) _____
(city) _____ (state) _____ (zip) _____
3. Phone Number: _____
4. Email: _____

All Formal Written Responses Will Be Emailed to the Above Email Address, Unless Otherwise Requested. Please Check This Box If You Wish to Receive a Physical Copy of the Response Letter:

Property Information Subject to Inquiry: (Only Two (2) Adjacent Parcels Per Request)

5. Parcel Id Number(s): _____
6. 911 Address(es): (street) _____
(city) _____ (state) _____ (zip) _____
(street) _____
(city) _____ (state) _____ (zip) _____

7. Please Check Reason(s) for Inquiry:

- Buildability Inquiry Subdivision Inquiry (divide into three+ parcels)
 Lot Split Inquiry (divide into two parcels) Other: _____

8. Detailed Description of Intentions: _____

Planning staff will review the request and research the property. Staff will reply with a written determination. Please understand that this is not a formal application, it is a request for information. The Lot Inquiry Fee is determined by the Board of County Commissioners (BOCC) and is subject to change. **Make checks made payable to the "BOCC"**. An answer to your request will be provided as soon as possible. Depending on workload, this response may take several weeks to complete.

Signature: _____