



City of Destin

Community Development Department

Planning Division

City of Destin Annex
4100 Indian Bayou Trail
Destin, Florida 32541

Phone (850) 654-1119 • Fax (850) 460-2171

MINOR REPLAT APPLICATION

_____ - _____ - MR

(project number assigned by planning staff)

All applications must be emailed or shared with planning@cityofdestin.com.

Name of Proposed Plat: _____
(THIS NAME SHALL BE CONSISTENT ON ALL SUBMITTED PLANS & DOCUMENTS)

1. **APPLICANT:** _____

Mailing Address: _____

Business Phone: _____ Cell: _____

Email: _____

2. **PROPERTY OWNER:** _____

Mailing Address: _____

Business Phone: _____ Cell: _____

Email: _____

3. **SURVEYOR:** _____

Mailing Address: _____

Business Phone: _____ Cell: _____

Email: _____

4. PROPERTY INFORMATION:

Street Address(es): _____

Legal Description: _____

Parcel ID: _____

Parcel ID: _____

Parcel ID: _____

5. ADDITIONAL INFORMATION:

Current Zoning: _____ Future Land Use: _____

Existing or Proposed Easements:

Width of existing or proposed easements: _____

Number of existing lots: _____ Number of proposed lots: _____

Size of lots being re-created: Acres: _____ Square Feet: _____

6. DESCRIPTION OF REQUESTED REPLAT:

7. **SUBMITTAL REQUIREMENTS:**

- a. Completed Application - The applicant must fill out all applicable areas of the application. The application must be submitted to the Planning Division of the Community Development Department, City Hall Annex, 4100 Indian Bayou Trail, Destin, Florida 32541.
- b. Proof of Ownership - A copy of the last recorded deed for the property. The name on the deed must correspond to “Current Owner” of the property. Agent Affidavit/Special Power of Attorney is required if the applicant is someone other than the owner.
- c. Title Opinion - Prepared by an attorney, no more than six (6) months old.
- d. Agent Affidavit / Special Power of Attorney (if applicable) - If the applicant is other than the owner of the property under consideration for review.
- e. Application Fee: [Fee Schedule](#)
(FY2019 Schedule of Fees, Resolution 19-11, adopted 08/05/19, effective 08/06/19)

Application fee includes First Submittal Reviews only. Subsequent Submittal Reviews and all mailing costs will be invoiced to the Applicant; invoices must be paid prior to submittal of additional Submittal Review Packages.

NOTE: Accepted Payments are Cash, Check, Debit, Discover, MasterCard or Visa. Checks shall be made payable to the City of Destin and submitted to the Planning Division, City Hall Annex, 4100 Indian Bayou Trail, Destin, Florida 32541

- f. Proposed Plat - A digital drawing indicating the new lot configurations of the proposed plat including a title sheet with all applicable signature blocks.
- g. Boundary Survey - A digital boundary survey, signed and sealed by a Florida registered surveyor, no more than one year old.
 - 1. The boundary survey must include as a minimum:
 - a. The overall legal description of the original parcel and all parcels being effected.
 - b. The legal description of each of the proposed parcels.
 - c. The legal description of any existing or proposed easements.
 - d. All existing structures located on the property being subdivided.
 - e. All existing right-of-way lines.
 - 2. The boundary surveys may be required to include the following:
 - a. The 100 year flood zone, elevation, and location.
 - b. The 100 year flood zone and the Mean High Water Line (MHWL) must be identified on the survey and detail the amount of acres out of the MHWL and the amount of property in the MHWL.

- c. Jurisdictional wetlands lines and/or environmental conservation easement.
- d. Roadway centerline data and location.

9. SUBMITTAL PACKAGE QUANTITIES:

- a. **ONE (1) COMPLETE** electronic package of PDF files emailed or shared with planning@cityofdestin.com.

NOTE: This application must be filled out completely and must be signed by the owner or his designated agent. If the applicant is different than the owner of the subject property, then an agent affidavit is required from the owner of the property. The agent affidavit must be completely filled out and submitted with this application. If the property has multiple owners, then all owners or their designated agents must sign this application.

I HAVE READ THE INFORMATION IN THIS APPLICATION AND HAVE FILLED IN ALL ANSWERS CORRECTLY TO THE BEST OF MY ABILITY.

APPLICANT:

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

**AGENT AFFIDAVIT
SPECIAL POWER OF ATTORNEY**

KNOWN ALL MEN BY THESE PRESENTS, THAT I, _____ am
presently the owner and/or leaseholder at _____, and desiring
to execute a Special Power of Attorney, have made, constituted and appointed, and by these presents do
make, constitute and appoint _____
whose address is _____, County of _____, State of _____,
my Attorney-in-Fact to act as follows, GIVING AND GRANTING unto said attorney full power to act as
my agent in any and all matters pertaining to: _____.

FURTHER, I do authorize the aforesaid Attorney-in-Fact to perform all necessary acts in the execution of
the aforesaid authorization with the same validity as I could effect if personally present. Any act or thing
lawfully done hereunder by the said attorney shall be binding on myself and my heirs, legal and personal
representative, and assigns.

PROVIDED; however, that any and all transactions conducted hereunder for me or for my account shall
be transacted in my name, and that all endorsements and instruments executed by the said attorney for the
purpose of caring out the foregoing powers shall contain my name, followed by that of my said attorney
and the designation "Attorney-in-Fact."

OWNER

Signature

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence ___ or
online notarization __, this ___ day of _____, 20___,

By:

(Print name)

Personally known ____ OR Produced Identification _____

Notary Signature Seal: