



**CITY OF WINTER PARK  
APPLICATION FOR SUBDIVISION**

SUB# \_\_\_\_\_

FEE PAID
ck # _____
amt. \$ _____
date _____

**General Instructions:** To request approval of a subdivision plan, complete this application and submit it to the Planning Department along with the applicable fee of \$500 for three (3) lots or less, \$800 over three (3) lots or \$1,000 with road improvements and all additional information necessary for the public hearings before the Planning and Zoning Board and City Commission. **Please submit one (1) electronic copy and one (1) paper copy (11" by 17") of the required documents with this application. Digital copies may be submitted via flash drive, CD-ROM, etc. or through the wpcloud.** Please contact the Planning Department for instructions to upload to the wpcloud.

I. APPLICANT

OWNER

Name \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_

Email Address \_\_\_\_\_

Email Address \_\_\_\_\_

Is the property under contract for purchase or lease?  Yes  No

If the applicant is NOT the owner, attach a copy of the purchase or lease contract or option on the property, or a letter signed by the owner of record authorizing the applicant to act as agent for the owner. This information is requested to establish the legal status of the applicant and will be held in confidence, except as the information pertains to the zoning application.

Is the contract for purchase or lease contingent upon this approval?  Yes  No

II. PROPERTY

Street Address: \_\_\_\_\_

Zoning Classification: \_\_\_\_\_ Comprehensive Plan Future Land Use Designation: \_\_\_\_\_

PARCEL # \_\_\_\_\_ (same as tax ID number of Orange County property tax records)

Legal Description: Provide complete and accurate legal description below including Plat Book and Page Number OR attach a copy of the legal description to this application.

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

III. SUBDIVISION PLAT REQUEST: The applicant requests subdivision for:

\_\_\_\_\_

IV. CERTIFICATION

I certify that, to the best of my knowledge and belief, all information supplied with this application is true and accurate, and that I am:

- the owner of the property described herein
- a party to an agreement for purchase or lease of this property
- an agent for the owner or purchaser/lessee of this property

If applicable, it is understood and agreed that approval of this application by the Planning and Zoning Board is contingent upon the recording of restrictive covenants designing the terms and conditions of an approval. These restrictive covenants will be executed by the owner of the property and recorded by the City of Winter Park. Said owner will be responsible for all fees associated with the recording of this document.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_