



COLLIER COUNTY GOVERNMENT
GROWTH MANAGEMENT DIVISION
www.colliergov.net

2800 NORTH HORSESHOE DRIVE
NAPLES, FLORIDA 34104
(239) 252-2400 FAX: (239) 252-6358

Lot Line Adjustment Application (LLA)
LDC section 4.03.04 and other provisions of the LDC
Chapter 5 of the Administrative Code

PROJECT NO PROJECT NAME DATE PROCESSED	<i>For Staff Use</i>
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APPLICANT CONTACT INFORMATION

Name of Applicant: _____
Firm: _____
Address: _____ City: _____ State: _____ ZIP: _____
Telephone: _____ Cell: _____ Fax: _____
E-Mail Address: _____

Name of Owner: _____
Address: _____ City: _____ State: _____ ZIP: _____
Telephone: _____ Cell: _____ Fax: _____
E-Mail Address: _____

PROPERTY INFORMATION
Provide a detailed legal description of the property covered by the application, if space is inadequate, attach on a separate page

Project Name: _____
Address of subject site and general location: _____

Property ID Number Lot # A: _____ Lot # B: _____
Zoning Designation: Lot # A: _____ Lot # B: _____
Section/Township/Range: ____/____/____
Metes and Bounds Description: _____
Subdivision: _____ Unit: _____ Lot: _____ Block: _____



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**Submittal Requirement Checklist for:
 Lot Line Adjustment Application (LLA)
 Chapter 5 of the Administrative Code**

The following Submittal Requirement checklist is to be utilized at time of application submittal. See Chapter 5 of the Administrative Code for submittal requirements. **Incomplete submittals will not be accepted.**

REQUIREMENTS FOR REVIEW	# OF COPIES	REQUIRED	NOT REQUIRED
Completed Application (download current form from the County website)	1	X	
Completed Addressing Checklist	1	X	
Narrative describing the reason for the lot line adjustment and proposed reconfiguration	1	X	
Drawings or survey showing location of proposed access, including location of the proposed access easements, if any	4	X	
Quickclaim deed	1	<input type="checkbox"/>	<input type="checkbox"/>
Affidavit by all property owners that they consent to the lot line adjustment and resulting lot formation, and the following included attachment: <ul style="list-style-type: none"> • Drawings that clearly show the original and the proposed configurations of the lots involved, including acreages; • Lot width before and after, calculated according to the LDC definition of "lot measurement, width"; • Lot width provided to depth equal to that of minimum required front yard; • A table and drawing showing setbacks required by the zoning district as they apply to the reconfiguration lot; and • Copy of signed and sealed survey by a professional surveyor and mapped showing all structures on each lot or noted as "vacant". The existing and proposed setbacks shall be included on the survey. 	1	X	
CD of all submittal documents in PDF format	1	X	<input type="checkbox"/>

FEE REQUIREMENTS

Fee Requirements:

- Lot Line Adjustment:** \$250.00

Checks may be made payable to: Collier County Board of County Commissioners

The completed application, all required submittal materials and fees shall be submitted to:

Growth Management Department/ Development Services
ATTN: Business Center
2800 North Horseshoe Drive
Naples, FL 34104



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Lot Line Adjustment Affidavit

NOW COMES _____, who being duly sworn, depose and say:

1. _____ are the fee simple title holders to that property legally described as (Hereafter Lot "A")
2. _____ are the fee simple title holders to that property legally described as (Hereafter Lot "B")
3. The parties desire to adjust a lot line and create two revised Lots, as depicted in the sketch and legal descriptions prepared by _____. Florida Professional Land Surveyor # _____ attached hereto and made part here of Exhibit "1".
4. _____, as the owner(s) of said Lot A hereby consents to the lot line adjustment in accordance with LDC section 4.03.04 A.
5. _____, as the owner(s) of said Lot B hereby consents to the lot line adjustment in accordance with LDC section 4.03.04 A.
6. Because the lot line adjustment will result in two lots generally equivalent in size and having the minimum requires roads frontage and acreage, the lot line adjustment meets the standards of, and conforms to, the requirement of LDC section 4.03.04 A.
7. The property described hereon is Zoned _____ and meets the intent of the Land Development Code, as amended.
8. Furthermore, the lot line adjustment will not affect the developments rights or permitted density or in intensity of use of the affected lots by providing the opportunity for the creating of new lots for resale or development within the meaning of LDC section 4.03.04 A.
9. This Affidavit has been reviewed and approved by _____ of the Growth Management Division, John R. Houldsworth, Sr. Site Plans Reviewer of Collier County, Florida on the _____ day of _____, 20_____.

SIGNATURES OF OWNERS:

STATE OF FLORIDA
COLLIER COUNTY

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who have produced _____ as identification and who did/did not take an oath.

Notary Public

Print Name

My Commission Expires: _____

Commission No: _____