



Application for Re-Subdivision of Lots

City of Biloxi Planning Division 676 Martin Luther King Jr., Boulevard

Biloxi, MS 39530 (228) 435-6266 Fax (228) 435-6188

TO BE COMPLETED BY APPLICANT

PREPARED BY/ADDRESS: _____

DATE: _____

STAFF ONLY: DRC PRE-APPLICATION CONFERENCE: _____ (Date)
 _____ (DRC Chair Initials)

- Exempt Subdivision as defined by Section 23-2-4(F)(3) of the Land Development Ordinance.
- Lot Line Rearrangement/collapse(Rearranging Existing Lots) _____lots into _____lots
- Waiver of Subdivision–Large Parcel Waiver–Lots to be one (1) acre or larger with no new infrastructure.

Property Information:	Present Zoning Classification:
Name of Rightful Owner:	Name of Applicant (if different than Owner)

Property Address:	Ward Number
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Dimensions of New Lots:	
Mailing Address of Property Owner:	Mailing Address of Applicant(if different than Owner):
City:	City:
State:	State:
Zip:	Zip:
County	County
Telephone: ()	Telephone: ()

Property is most nearly bounded by what streets?	<u>North</u>	<u>South</u>	<u>East</u>	<u>West</u>
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CERTIFICATION OF WAIVER

Director of Community Development Date	Signature of Rightful Owner(s) Date
Notary Signature (Seal)	Notary Signature (Seal)
	Signature of Rightful Owner(s) Date
	Notary Signature (Seal)

Requirements for submitting a new Lot Line Rearrangement

1. No new parcels or lots are created.
2. The involved parcels or lots comply with applicable minimum lot area standards;
3. The frontage of the involved parcels or lots is not reduced below applicable minimum lot frontage standards.
4. No nonconformity as to an existing structure's setbacks is created.
5. Proposed improvements comply with city standards.
6. The purpose of any easement shall not be adversely affected.
7. The application **must** be filled out completely.
8. A new survey is required showing the new lot lines and outlining the new legal description of all lots involved.
9. Warranty Deed (s) shall be provided.
10. One Parcel can only be divided up to maximum of three (3) times. If an applicant wishes to create more than three (3) lots, a Subdivision Plat for a Minor or Major subdivision must be submitted for review.
11. New lots created must have road frontage.
12. Any new lot must be a minimum of 50 feet wide.
13. \$175.00 fee will be required to process this request.

NOTE: If collapsing a lot line, before and after (survey) depictions of the proposed lots in question must be provided. (e.g., 2 lots to be combined into 1 lot)

RECORDING INSTRUCTIONS FOR LOT LINE REARRANGEMENT

PLEASE NOTE THAT THIS APPLICATION CANNOT BE RECORDED IN THE COUNTY COURTHOUSE UNTIL SUBMITTED TO THE DIRECTOR OF COMMUNITY DEVELOPMENT COMPLETE WITH ALL APROPRIATE NOTARIZED SIGNATURES AND TOGETHER WITH DEEDS CREATING THE PROPOSED PROPERTY DIVISION.

DO NOT REDUCE OR IN ANY FASHION MODIFY THIS FORM

Any questions or concerns should be forwarded to the Biloxi Planning Division at 228-435-6266.