



Planning and Zoning

Lot Line Deviation

Application Guide

Purpose and Intent:

- To reconfigure two or more lots of record or legally created lots each of which:
 - currently meet all sections of the Land Development Regulations and all requirements of the Town of Montverde Comprehensive Plan, or
 - in order to make each lot more compatible to the Land Development Regulations and the Town of Montverde Comprehensive Plan, or
 - to reconfigure lot lines on lots, either one or all of which are non-conforming lots of record due to setbacks, in order to make them more conforming lots of record.

Standards:

- A Lot Line Deviation may be applied for lots in either a platted subdivision or a metes and bounds legal description, provided that each parcel or lot is currently recognized as a lot of record or legally created lot approved by the Town of Montverde.
- Existing access to each lot may not be altered (i.e. an easement may not be added or extended).
- Only abutting lots of record or abutting legally created lots may be reconfigured.
- A lot line deviation will not be approved within a platted subdivision when it changes the character of the subdivision or where the lot line deviation increases the density beyond the general nature of the subdivision.
- The creation of a flag lot is prohibited. A flag lot is a lot with access provided to the bulk of the lot by means of a narrow (less than 50 feet wide) corridor.

Initial Submittal:

- A completed application form provided by the Town of Montverde and applicable application fees.
- A sketch of the proposed Lot Line Deviation showing the proposed lot reconfiguration, access, structures and ownership.
- Aerial photograph with the boundaries of the proposed adjustment overlain (you can obtain an aerial from our office or print one from our website: mymontverde.com).
- Soil map showing the boundaries of the proposed adjustment overlain (a copy of a soil map can be obtained by visiting <https://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>).
- Current property record cards of the affected parcels.
- Warranty deeds for the affected parcels.

Final Submittal:

- One copy (with raised seal) of a survey showing the intended lot line deviation prepared by a professional land surveyor registered in Florida. The survey must include and identify the following items:
 - The overall legal description of the original parcel(s) being reconfigured.
 - The legal description of each parcel after it is reconfigured and all existing easements.
 - All existing structures.
 - The 100-year flood zone and the mean high water line (MHWL) or jurisdictional wetland line (JWL) must be identified on the survey and the amount of acres outside and inside of the MHWL or JWL must be noted on the survey.

Recording:

Upon approval, the Town of Montverde will record the Lot Line Deviation in the public records of Lake County, at the applicant's expense. Recording fees vary; the applicant will be notified when the recording fees are due.



Planning and Zoning

Lot Line Deviation Application

Date: _____

Owner's Name(s): _____ Phone: _____

Address: _____

Owner's Signature(s): _____ Email: _____

Owner's Name: _____ Phone: _____

Address: _____

Owner's Signature(s): _____ Email: _____

Representative's Name: _____ Phone: _____

Address: _____ Email: _____

Alternate Key #s: _____ Sec. _____ Twp. _____ Rng. _____

How many lots are involved in the lot line deviation?: _____

To be Completed by Staff Only

Application # _____ Address #'s _____

Planner Comments: _____

Are the parcels lots of records: _____ Current Zoning: _____ FLUC: _____

Number of original lots: _____ Number of lots after reconfiguration: _____

Has the property been granted a variance: _____ If yes, Case # _____ What was the variance

for:

Affordable Housing Projects: Estimated value of structure(s) and land for each lot. Structure(s):
\$ _____ + Land \$ _____ = Total \$ _____. If the combined value is
equal to or less than 80% of the median price of a home in the Orlando MSA and/or at least 30% of the
dwellings in each phase are affordable, the application qualified for expedited review.

Completed on: _____ DO recorded in ORB: _____ Page: _____

Drawn on Map by: _____ LLD Completed by: _____

