



REQUEST FOR LOT CONSOLIDATION BUREAU OF PLANNING CITY OF ATLANTA, GEORGIA

Applications are accepted Mondays 8:30-1:00 Tues/Wed/Thurs. 8:30-2:00

CON-

LOT CONSOLIDATION

ADDRESS(ES) OF PROPERTY _____

(Indicate addresses and/or parcel ID numbers of all properties involved in proposed replatting)

Lot consolidations are processed on an "as requested" basis and may take up to 15 business days for approval.

NAME OF APPLICANT _____

PHONE NUMBER: _____

NAME OF COMPANY _____

CELL NUMBER: _____

E-MAIL ADDRESS _____

FAX NUMBER: _____

STREET ADDRESS _____

CITY _____

STATE _____

ZIP CODE _____

IF MORE THAN ONE OWNER, LIST ADDITIONAL OWNERS ON A SEPARATE SHEET

NAME OF OWNER _____

STREET ADDRESS _____

CITY _____

STATE _____

ZIP CODE _____

I HEREBY REQUEST approval of the consolidation of the subject property according to the plans, which are submitted as a part of this application. I HEREBY AUTHORIZE the staff of the City of Atlanta to inspect the premises of the above described property. I HEREBY SWEAR AND AFFIRM that all statements contained herein and attached hereto are true and correct to the best of my knowledge and belief.

Owner or Agent for Owner (Applicant) _____

(Any form that is not completely filled in may be delayed, denied, or returned to the applicant.)

- Request for Lot Consolidation Form
- **Application review fee due at the time of filing the application [residential - \$ 40.00 (per lot) for the first two lots, with \$20.00 per lot for any additional lot; non-residential - \$ 20.00 (per lot) for the first two lots, with \$ 10.00 per lot for any additional lot].**
- Project Description Summary Form
 - Provide information regarding the reasons for this consolidation and the requested address for the proposed consolidation in the available spaces.
- Authorization of Property Ownership Form
 - If there is more than one owner, a separate form must be signed, dated, and notarized by all owners involved.
- Three (3) copies of a clear and legible survey or plat, no larger than 17" x 22".
 - Survey or plat should show the proposed consolidation with required setbacks and dimensioned lot lines (bearings and lengths) and the size of the resultant lot(s) in acreage and square footage.
 - Resultant property lines should be solid lines. Property line(s) being vacated need to be shown as dashed or dotted lines and labeled "Original Property Line."
 - Survey should reflect all existing conditions on the site: driveways, retaining walls, parking spaces, fences, etc. If any structures exist, state their square footage and their use.
 - Survey should reflect the name, size, and extents of all bordering right of ways.
 - Provide the distance from the nearest intersection (on the same side of the road) in each direction.
 - Surveyor must sign through seal.
 - Survey must match the measurements of the referenced scale – must be scalable.
 - Boundary lines should be obtained from actual field-run survey records.
- Applicants will be required to handle the recording of lots with the appropriate county office, including the payment of an \$8 fee in Dekalb County and a \$9 per page fee in Fulton County. Seventeen individually folded copies must be returned to the Bureau of Planning if new parcel of land is created. If no new parcel of land is created, only four copies are needed.



**REQUEST FOR LOT CONSOLIDATION
BUREAU OF PLANNING
CITY OF ATLANTA, GEORGIA**

**AFFIDAVIT
AUTHORIZATION BY PROPERTY OWNER
REQUEST FOR LOT CONSOLIDATION**

I swear that I am the owner of _____
(Indicate addresses and/or parcel ID numbers of all properties involved in proposed consolidation)

_____ which is the subject of the attached
request for lot consolidation, and is shown in the records of _____ County, Georgia.

I authorize the person named below to act as my agent in the pursuit of this application for the consolidation of the
subject properties.

NAME OF APPLICANT _____

ADDRESS OF APPLICANT _____

APPLICANT'S TELEPHONE # _____ FAX # _____

APPLICANT'S EMAIL ADDRESS _____

NAME OF OWNER _____

SIGNATURE OF OWNER _____

NOTARIAL STATEMENT FOR PROPERTY OWNER

Sworn to and subscribed before me this _____ day of

_____, 200_____

Notary Public