



UNITY OF TITLE DECLARATION

City of New Port Richey
Development Department
City Hall, 5919 Main Street, 1st Floor
New Port Richey, FL 34652
Phone (727) 853-1047 * Fax (727) 853-1052

CASE # UOT - _____
Date Received: _____

- Submit original signed and notarized application with other submittal requirements
- Submit **1 electronic file** with the application and other submittal requirements
- Submit application fee \$250 (check made payable to the *City of New Port Richey*)
- Submit recorded application and survey, upon approval, to the Development Department ***

THIS IS NOT VALID WITHOUT RECORDING AND SUBMITTAL OF RECORDED COPY TO THE DEVELOPMENT DEPARTMENT.

9.16.00 - Unity of title.

1. Where it is necessary that two or more lots, plots, parcels or portions thereof be added or joined, in whole or in part, to meet minimum plot area or plat dimensions required by this development code, or to ensure that a development is planned, developed and maintained as an integral project, an application for development approval for such property shall be accompanied by evidence of recording a unity of title declaration, as described in this section, in the public records of Pasco County, Florida.
2. All lots, plots, parcels or portions thereof to be joined, in whole or in part, under a unity of title declaration shall be adjacent and shall not be physically separated by a public right-of-way greater than 50 feet in width.
3. Two or more lots, plots, parcels or portions thereof may be joined, in whole or in part, if the lots, plots, parcels or portions thereof are physically separated only by a public right-of-way 50 feet or less in width. Joinder shall not otherwise be permitted. In such cases, the right-of-way shall not be included in determining the plot area, depth or width, or density of the development. No land which is submerged or unbuildable under the building or zoning codes shall be included for the purposes of determining plot area, depth or width or density of the development.
4. A unity of title declaration shall state unequivocally that the entire property created by the combination of recorded lots, plots, parcels or portions thereof shall be regarded as unified under one title as an indivisible building site, and that the property shall be henceforth considered as one plot or parcel of land and that such declaration shall constitute a covenant running with the land in favor of the City. The sale, assignment, transfer, conveyance or devise of a condominium parcel created by a recorded declaration of condominium subjecting the property to the condominium form of ownership shall not be deemed a breach of the declaration of unity of title; however, the entire property shall continue to be regarded as unified and as a single building site for all applicable code purposes. The parties to the declaration shall agree that the declaration of unity of title shall constitute a covenant to run with the land, as provided by law, and shall be binding upon the parties thereto, their heirs, successors and assigns, and all parties claiming under them until such time as the declaration may be released, in writing, by a properly authorized representative of the City.
5. The City Manager or a designee is authorized to release a unity of title declaration, in whole or in part, when such declaration is no longer necessary due to the discontinuance or abandonment of the project.

Property Owner and Representative Information:

Current Property Owner(s):		Phone:
Owner Address:		
Owner Email Address:		
Owner's Representative(s):	Relationship to Owner:	
Representative Mailing Address:		
Representative Email Address:	Phone:	
Primary contact: <i>(This is the <u>one</u> person to whom the City will send all communication regarding this application)</i>		

Property Information:

Site Address:		
General Location:		
Size of Site:	Square Feet:	Acres:
Legal Description of Subject Property:		
Parcel Number(s):		

Submittal requirements:

	Current survey prepared that identifies the dimensions, area and location of the property prepared, signed and sealed by a land surveyor currently registered in the State of Florida (<i>attach</i>)
	Proof of ownership in the form of a copy of the deed, title insurance policy, or other instrument demonstrating ownership (<i>attach</i>)

Process:

A pre-application meeting must be held with City Staff to ensure the application is complete. Applications must be submitted by Friday at 10:00 am, and deemed complete, to be scheduled for review by the Development Review Committee (DRC), which is regularly scheduled on Thursdays. Case reviews are generally scheduled two weeks out from the date of submittal, and your attendance or that of your representative is required. The DRC will review the application for compliance of codes and regulations, and may require additional information, necessitating additional DRC meetings.

Attendance at meetings:

The applicant or applicant's representative shall attend all Development Review Committee meetings and other meetings, as applicable. Call Development Department Staff at 727-853-1047 to find out when this case will be scheduled for these meetings.

Authorization to visit the property:

Site visits to the property by City representatives are essential to process this application. The Owner/Applicant, as notarized below, hereby authorizes the City representatives to visit, photograph and post a notice on the property described in this application.

Declaration of unity of title:

KNOWN OF ALL MEN BY THESE PRESENTS, that pursuant to the ordinances of the City of New Port Richey pertaining to the issuance of building permits and regulating land development activities, the undersigned, being the fee owner(s) of the following described real property (attach legal description) situated in the City of New Port Richey, County of Pasco and State of Florida, to wit:

do hereby make the following declaration of conditions, limitations and restrictions on said lands, hereafter to be known and referred to as a declaration of unity of title, as to the following particulars:

1. That the aforesaid plot or combination of separate lots, plots, parcels, acreage or portions thereof, shall hereafter be regarded as and is hereby declared to be unified under one title as an indivisible building site.
2. That the said property shall be henceforth be considered as one plot or parcel of land, and that no portion thereof shall be sold, assigned, transferred, conveyed or devised separately except in its entirety, as one plot or parcel of land.
3. That this declaration of unity of title shall constitute a covenant to run with the land, as provided by law, and shall be binding upon the undersigned, and his heirs, successors and assigns of the undersigned, and all parties claiming under them until such time as the same may be released in writing under the order of the City Manager of the City of New Port Richey. **The undersigned also agree(s) that this instrument shall be recorded in the public records of Pasco County, Florida.**

Owner's Affidavit:

I _____, the owner, have read and understand the contents of this application. The information contained in this application, attached exhibits and other information submitted is complete and in all aspects true and correct, to the best of my knowledge.

Signature of Owner: _____ Date: _____

Signature of Owner: _____ Date: _____

Signature of Owner: _____ Date: _____

Signature of Witness: _____ Date: _____

Signature of Witness: _____ Date: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

who is personally known to me and/or produced _____ as identification.

STATE OF FLORIDA, COUNTY OF PASCO

Notary Public: _____ My Commission Expires: _____

For Office Use Only:

- Approved
- Approved With Conditions
- Denied

Debbie L. Manns, City Manager or Designee

Date

Attest:

SEAL

Judy Meyers, City Clerk

Date

*** Upon approval by the City, this application and survey shall be recorded with the Pasco County Clerk of Court. One recorded copy of this application and survey shall be provided to the Development Department. **THIS IS NOT VALID WITHOUT RECORDING AND SUBMITTAL OF RECORDED COPY TO THE DEVELOPMENT DEPARTMENT.**