



# Bill Furst

## SARASOTA COUNTY PROPERTY APPRAISER

2001 Adams Lane, Sarasota, FL, 34237 | Ph: 941.861.8200 | F: 941.861.8260 | [www.sc-pa.com](http://www.sc-pa.com)

### PROPERTY SPLIT APPLICATION PROCESS

#### Please review the following requirements for split application requests

1. All lands included in the split application must either:
  - a) lie within a platted subdivision/condominium, or
  - b) been previously transferred by deed in the public records of Sarasota County
2. The deadline to submit an application is **January 1<sup>st</sup>** of the tax roll year.
3. All prior year taxes must be paid prior to approval of the split application.
4. Provide split configuration, such as, Lot 1 from Lot 2, Block 1234, ABC Subdivision or prior deed references for split configuration, such as, ORI 2011057101 from OR 1322/0240. For new parcels that lie outside a platted subdivision or that have not been previously described in a recorded deed, a new deed description must be recorded to create the new parcel.
5. Verifying with the appropriate Land Development or Planning and Zoning Department that the split configuration meets all requirements such as parcel size and property setbacks.

#### Submission of split application

1. Download and fully complete the Property Split Application form.
2. E-mail completed application and attachments to [Maps@SC-PA.com](mailto:Maps@SC-PA.com) or mail to:  
Bill Furst  
Sarasota County Property Appraiser  
ATTN: Mapping Department  
2001 Adams Ln  
Sarasota, FL 34237
3. Requesting party will be notified via phone, e-mail or mail of the application status.

#### Important Notices

1. The splitting of parcels/units may affect assessed value(s), taxable value(s), exemption benefit(s), and/or capped value(s). Contact our Customer Service Dept. at (941) 861-8200 should you have any questions.
2. An approved application **does not** imply authorization for parcel development. Please contact the appropriate Land Development or Planning and Zoning Department for questions concerning property development.

If you need assistance or have questions about this form, please call (941) 861-8200



**PROPERTY SPLIT APPLICATION**

Date of Request: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Owner(s) of parcel to be split (please print):

1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

(see attached for additional owners)

Account Number to be split: \_\_\_\_\_ Split Configuration as follows:

\_\_\_\_\_

(see attached for description)

Reason(s) for split request:  Development  Sale  Tax Savings  Other \_\_\_\_\_

Does the account to be split benefit from a Homestead Exemption?  Yes  No

Is any portion of the property currently being rented?  Yes  No

**NOTE:** The splitting of parcels/units may affect assessed value(s), taxable value(s), exemption benefit(s), and/or capped value(s). Contact our Customer Service Dept. at (941) 861-8200 should you have any questions.

Owner(s) signature: **(Required)**

1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

(see attached for additional owners signatures)

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**For office use only:** For tax roll year: \_\_\_\_\_ / \_\_\_\_\_ Use:  Res  Comm

Mapping Department:  Approved  Denied By: \_\_\_\_\_

Appraisal Department:  Approved  Denied By: \_\_\_\_\_

Reason for denial: \_\_\_\_\_

Retained Account Number \_\_\_\_\_ Desc \_\_\_\_\_

New Account Number \_\_\_\_\_ Desc \_\_\_\_\_

Approval Date: \_\_\_\_\_  see attached for additional Account Numbers