



**DEVELOPMENT ORDER  
LETTER OF SUBSTANTIAL COMPLIANCE  
ENGINEER**

TO: The Village of Estero Department of Community Development

RE: Project Name: \_\_\_\_\_  
DOS or LDO#: \_\_\_\_\_  
Building Permit # (if applicable): \_\_\_\_\_

Request for: ☐ Initial Inspection (no fee) ☐ Re-Inspection (fee required)

An on-site inspection was performed by me (or my authorized Representative) on \_\_\_\_\_.

- ☐ I have determined that all work has been completed to the specifications of the approved Development Order or Limited Development Order plans.
- ☐ Attached hereto is a list of minor deviations from the approved Development Order plans, which are minor changes as per the Land Development Code. The changes are highlighted on the site plans and have been signed and sealed by the development's Engineer. These changes are submitted as a Minor Change for approval by the Director of Community Development prior to inspection. (Please submit fees with Minor Change request.)
- ☐ Attached hereto is a list of all stipulations, per the approval letter(s) issued to this Development Order, Minor Changes, and/or Amendments, and their compliance status (see instructions).

With the approval of the listed minor changes, I certify that the development is in substantial compliance with the approved Development Order.

Executed by the above development's Engineer on \_\_\_\_\_ by: \_\_\_\_\_

(Seal)

\_\_\_\_\_  
Signature of Engineer of Record

\_\_\_\_\_  
Printed Name of Engineer of Record

\_\_\_\_\_  
Florida PE Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

## INSTRUCTIONS

- A. The Letter of Substantial Compliance must be filled out completely, signed and sealed by development's Engineer of Record, certifying compliance with the Land Development Code.
- B. A request for final inspection must accompany the Letter of Substantial Compliance. With this letter, the Engineer of Record should demonstrate the project as installed conforms to the approved plans.
- C. Changes:
  - 1. If the as-built construction plans contain minor deviations from the approved Development Order plans that are so inconsequential, as determined by the Development Review Manager, that it is not significant enough to be shown on the plans, an Application for a Minor Change or Amendment (see LDC Section 2-502) is not required.
  - 2. If the as-built construction plans contain minor changes from the approved Development Order plans, as determined by the Development Review Manager, and that do not affect the technical requirements of the LDC, an Application for a Minor Change (see LDC Section 2-502) may be submitted along with a Letter of Substantial Compliance and a letter providing the information listed in B. above.
  - 3. If the as-built construction contains changes from the approved Development Order plans that affect the technical requirements of the LDC or which exceed the limitations of LDC Section 2-502 for minor changes, an Application for an Amendment (see LDC Section 2-502) must be submitted and approved prior to submission of a Letter of Substantial Compliance by the Engineer.
- D. All stipulations which were attached to the Development Order, Amendments or Minor Changes that were required to be satisfied prior to issuance of the Certificate of Compliance must be listed and the status of the stipulation identified. If the stipulation has not been satisfied, provide documentation that the stipulation has been adequately addressed or, in the alternative, that compliance with a certain stipulation(s) is not required in connection with the specific Certificate of Compliance request.