



APPLICATION FOR PLAT REVIEW IN THE VILLAGE OF ESTERO

The following information is required to process your plat application. In order to facilitate the timely review of your submission; please provide ALL the items listed on the submittal checklist as well as answers to the following information:

Type of Plat: ☐ Preliminary ☐ Final

Development Order #: _____

Project Name: _____

Number of Lots: _____ **Number of Tracts:** _____

Name of Agent: _____

Company Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ **Fax Number:** _____

Email: _____

STRAP Numbers (attach additional sheet if necessary)

_____	_____
_____	_____
_____	_____
_____	_____

Utility Service Provider(s):

Electric: _____ **Natural Gas:** _____

Telephone: _____ **Cable TV:** _____

NOTE: The applicant is solely responsible for submitting the proposed plat to the appropriate utility entities and obtaining written review and recommendation from each entity. A copy of the utility entity response, including plat corrections and letters of review and recommendation, must be received directly from the utility entity at the address indicated below. Each submittal must meet the current LDC and Lee County AC-13-19 requirements. All references in the Lee County AC-13-19 to Lee County or Lee County personnel shall be changed to the Village of Estero or equivalent staff members.

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COPIES		SUBMITTAL REQUIREMENTS [Lee County Administrative Code Section Number]
SUB'D	REQ'D	
		PRELIMINARY PLAT REVIEW
	3	Paper prints must be submitted {the prints may be submitted on size 11" x 17", however a minimum of one full size (24" x 36") set must be submitted}. [AC13-19, N.1; AC-13-19, B.1}
	1	Title Certification meeting the requirements of Administrative Code 13-19, Section H.1 must be submitted. This certification must be no greater than 90 days old at time of submission. Legal description on face of plat must match legal description included in the certification. [AC-13-19, N.2; AC-13-19, H.1]
	1	Easement/Tract Location Table identified under AC 13-19, Section I must be submitted. [AC-13-19, [AC-13-19, N.3; AC-13-19, I.3]
	2	Boundary survey for the lands to be platted (if required see AC13-19, Section H.2) must be submitted. [AC-13-19, N.4; AC-13-19, H.2]
	1	Property Owner Documents with completed checklist meeting the requirements of Administrative Code 13-19, Section G.3, OR alternatively the OR book and page or Instrument number reference to the previously approved and recorded documents covering the lands proposed for platting must be submitted. [AC-13-19, N.5; AC-13-19, G.3]
	1	Review fees in accordance with the Village of Estero Fee Schedule must be submitted. {AC-13-19, N.6]
		FINAL PLAT REVIEW
	2	Paper prints (one 24" x 36" and one 11"x17") must be submitted. [AC13-19, O.1]
	1	A list of lot and tract sizes in square feet (if not shown on the plat) must be submitted. [AC13-19, O.2]
	1	Title Certification meeting the requirements of Administrative Code 13-19, Section H.1 must be submitted. This certification must be no greater than 90 days old at time of submission. Legal description on the face of the plat must match the legal description included in the Title Certification. [AC13-19, O.3]
	1	All necessary consents and joinders not included on the face of the plat must be submitted. [AC13-19, O.4]
	1	A tax receipt for the land to be platted must be submitted showing that all taxes due and owing under Florida Statutes Section 197.333 have been paid. [AC13-19, O.5]
	1	A map must be submitted identifying all of the STRAP numbers included within the proposed plat boundary. [AC13-19, O.5]
	1	Road name approval letters must be submitted. [AC13-19, O.6]
	1	Approved infrastructure surety document meeting the requirements of Administrative Code, Section L, OR alternatively Development Order Certificate of Compliance for all subdivision infrastructure improvements and survey monuments must be submitted. [AC13-19, O.7]
	1	Revised Property Owner Documents with checklist OR Village Attorney's Office approval letter for Property Owner Documents OR evidence the approved documents have been recorded in the Public Records must be submitted. [AC13-19, O.8]
	1	A valid Certificate of Concurrence and a copy of the approved Development Order to indicate all stipulations must be submitted. [AC13-19, O.9]
	1	Letters of review and recommendation from all applicable utility service providers must be submitted. [AC13-19, O.10]
	2	Copies of the boundary survey meeting the requirements of AC-13-19, Section H.2 must be submitted. [AC13-19, O.12; AC-13-19, H.2]