

## Sec. 4-46. - Final plat review.

After the preliminary plat development order has been issued pursuant to section 4-45, the developer may submit an application for a final plat development order. No improvements, including streets, shall be accepted and maintained by the City unless and until the final plat has been approved by the City Council, and has been duly recorded by the clerk of the circuit court in the county. The clerk shall record only those final plats which have been submitted for recording by the City Manager.

- (1) *Procedures.* An application for a final plat development order shall be filed, processed and approved pursuant to section 4-25. The submittals shall be consistent with the issued preliminary plat development order and shall include any conditions.
  - a. The developer shall submit as the final plat only that portion of the approved preliminary plat which the subdivider proposes to record and develop at the time. Such portion shall conform to all requirements of this Code.
  - b. The developer shall submit an appropriate number of blue line prints, as determined by the LDM, of the final plat to the LDM.
  - c. The final plat shall be prepared by a currently registered land surveyor at a scale of one inch equals 100 feet, or such other scale approved by the City registered land surveyor. All final plats shall be prepared on standard sheet sizes as required by F.S. ch. 177, as amended, and shall be 22 inches x 28 inches, including a three-inch binding margin on the left side and a one-inch margin on the other three sides. To ensure legibility, all lettering upon the plat shall have a minimum height of 0.10 inches.
- (2) *Required submittals.*
  - a. The following information shall be shown on the submittals:
    1. Name of subdivision, date of survey, north point and graphic scale.
    2. A vicinity map drawn at scale of one inch equals 400 feet, or other scale deemed appropriate by the City Development Engineer.
    3. Names and locations of all adjoining or interior subdivisions, City limit lines, bulkhead lines, property lines, rights-of-way and easements.
    4. Accurate location and legal description of all monuments, markers and control points. The legal description of the property being platted shall appear on sheet one of the final plat.
    5. Sufficient survey data to readily determine and reproduce on the ground every straight or curved boundary line, lot line, right-of-way line, easement line, bulkhead line and setback line, including, but not limited to, linear dimensions, bearings or deflection angles, radii, arcs and central angles. All dimensions shall be measured to the nearest 1/100 of a foot and all angles to the nearest second of a degree.
    6. All proposed rights-of-way, easements and areas to be dedicated to public use with the purpose of each stated.
    7. Areas to be used for purposes other than residential and public, if any, with the purpose, location and dimensions of each indicated.
    8. Lot and block numbers, street names and all right-of-way or easement widths.
    9. Signed certificates shall appear on sheet 1 of all final plats. Such certificates shall be in accordance with the format and specific language set forth in this Code. The following signed certificates shall be completed on the final plat prior to submission: dedication, joinder and consent to dedication, all required acknowledgements, certificate of surveyor, certificate of approval by a City registered land surveyor, certificate of approval by the City Council, and certificate of approval by the City Manager.
    10. The final plat shall include such additional information as may be required by F.S. ch. 177, as amended.
  - b. The following information shall be provided on sheets separate from the final plat:
    1. Name, address and telephone number of the subdivider, subdivision designer, professional engineer, registered surveyor, abutting property owners, and mortgagees of the property.
    2. A title opinion which meets the requirements of F.S. ch. 177, as amended, and includes other encumbrances which affect the property.
    3. Any deed restrictions or protective covenants, with the appropriate filing fees.
    4. Such engineering plans, cross sections, plan and profile drawings of streets, bulkheads, bridges, sidewalks, water distribution systems, water treatment plants, sewerage collection systems, sewage treatment plants, and storm sewer systems as required by the City.
    5. A copy of the final plat reduced to 8½ inches x 11 inches.
  - c. If the developer elects to construct the improvements after the issuance of the final plat, the following information shall be provided in addition to subsections (2)a and b of this section:
    1. A signed and sealed professional engineer's estimate of the total construction cost or a signed contract which encompasses all proposed improvements.
    2. A performance guarantee in accordance with section 4-111(a)(1).
    3. All items required in subsections (2)d.1—4 of this section must be provided after subdivision improvements have been completed.
  - d. Upon completion of construction of the required improvements, the following information shall be provided in addition to subsections (2)a and b of this section:
    1. A signed and sealed professional engineer's certification of the constructed improvements and the total construction cost. If fire hydrants were installed, the professional engineer must certify that the water distribution system of the development meets the National Fire Protection Association capacity requirements for fire hydrants.
    2. A maintenance guarantee as provided in section 4-111(a) in the amount of 15 percent of the total construction cost acceptable to the City Manager and the City Development Engineer.
    - 3.

One Mylar and two sealed blueines as-built construction plans signed by the professional engineer which encompass all required improvements. If the as-built construction plans were prepared on an appropriate CAD system, the applicant shall provide such computer disks to the LDM.

4. Adequate test reports signed and sealed by a professional engineer, as required by the City Development Engineer, and to assure that all improvements substantially meet City standards and specifications.

(3) *Recording requirements.*

- a. *Recording period.* No plat may be recorded except during the effective period of a final plat.
- b. *Platted dedications.* All streets, alleys, easements, rights-of-way, parks, school sites and public areas shown on an accepted and recorded plat, unless otherwise stated, shall be deemed to have been dedicated or granted, as appropriate, to the public for the uses of the public. The recorded plat shall constitute, unless otherwise stated, an acceptance of said offer to dedicate, grant or reserve. Reservations must be clearly indicated as such, and must include the word "reservations."
- c. *Necessary documents.* Prior to recording, an applicant shall furnish the City with those documents necessary to evidence and ensure compliance with such requirements, standards, restrictions or conditions of this Code as requested by the City. Such documents may include, but are not limited to, bonds or other security, agreements, restrictive covenants, deeds and easements, if evidence of compliance with such requirements, standards, restrictions or conditions is not appropriately contained in the development order or on the final plat to be recorded. The final plat and declaration of covenants, conditions and restrictions shall contain the language required by and comply with sec. 4-187 concerning stormwater maintenance. The declaration of covenants, conditions and restrictions shall give the city enforcement rights as an intended third party beneficiary to enforce any provision required by this code and any provision required as a condition of development approval.
- d. *Recordation of plats.* Plats shall be recorded in the following manner:
  1. All recording fees, documents and the original plat shall be submitted to the LDM. The LDM and applicant shall then transmit the required fees and documents to the clerk of the circuit court, hereinafter referred to as the clerk. The clerk shall, after recording the plat, make three Mylar copies and a number of blueines as determined by the LDM. Also, if the application was prepared on an appropriate CAD/GIS system, the applicant shall provide such computer disks to the LDM.
  2. The original plat and one Mylar copy of the plat will be retained by the Clerk. One Mylar copy will be returned to the applicant.
  3. No plat of lands in the City subject to these regulations shall be recorded, whether as an independent instrument or by attachment to another instrument entitled to record, unless and until such plat has been approved by the City Council and a final plat development order has been issued.
  4. The City Manager shall obtain a statement that all current and previous taxes have been paid in accordance with F.S. § 197.192, as amended.

(Ord. No. 11-13, § 3, 11-6-2013)