Planning	ter, FL 32132 g@cityofedgewater.	org						
386-424	-2400 ext. 1502							
Fees: Preliminary Plat	- 25 or fewer uni	ts \$2,500.	00 / 26 or 1	more units §	\$4,000.00			
Final Plat \$3,500 / Re-Plat \$250.00						Case No.		
□ Preliminary Plat	$\Box$ Final Plat		□ Re-Plat					
Applicant Information	n (MUST BE A	PERSON	D)					
Name			Phone		Email			
Street Address			City			State	ZIP Code	
Property Owner Info	rmation (if diffe	erent from	applicant	t)				
Name			Phone		Email			
Street Address			City			State	ZIP Code	
Engineer of Record								
Name			Phone		Email			
Street Address			City			State	ZIP Code	
Project Information								
Street Address/Location					Parcel ID No.			
Name of Proposed Subdivision			Acreage	# of Lots	Open Space Acreage	Common Area Acreage	Flood Zone	
Zoning Designation		Future Land Use Designation				Current Use		
Disalaiman and Signa								

**Disclaimer and Signature** 

Pursuant to Chapter 286, F.S., if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceeding is made. The city does not prepare or provide such record.

### PLEASE SUBMIT YOUR APPLICATION WITH ALL REQUIRED ATTACHMENTS. SUBMISSIONS OF INCOMPLETE APPLICATIONS WILL DELAY PUBLIC HEARINGS. APPLICATION FEES ARE NON-REFUNDABLE.

I have read and agree to the terms and conditions set forth in this application.

SUBDIVISION APPLICATION

104 N. Riverside Drive

WATE

 Owner Signature
 Date

 Applicant Signature
 Date

## **Required Documents – Preliminary Plat**

- 1. Current Deed
- 2. One (1) signed and sealed survey showing all existing structures (re-plat) and all new alterations.
- 3. Preliminary plat on 24" x 36" sheets at a scale of not less than 1" = 60') meeting all requirements of the Land Development Code, Section 21-163
- 4. Construction Plans meeting all requirements set forth in Section 21-163 of the Land Development Code
- 5. Landscaping, irrigation, and tree management plan
- 6. Streetlighting Plan (1 per every 300 linear foot minimum).
- 7. Preliminary drafts of all legal documents necessary to control the ownership and maintenance of open spaces and common areas
- 8. Traffic Impact Study
- 9. Environmental Assessment
- 10. Street Name approval from Volusia County
- 11. One (1) CAD data file of all infrastructure
- 12. Concurrency approval or completed Volusia County School District School Planning and Concurrency application.

## **Required Documents – Final Plat**

- 1. Current Deed
- 2. Title Opinion
- 3. Final Development Plan (signed and sealed) meeting all requirements set forth in Section 21-166 of the Land Development Code
- 4. Final Plat (signed and sealed) meeting all requirements set forth in Section 21.167.05 and 21.168 of the Land Development Code
- 5. Signed and sealed boundary survey; acreage must be stated on survey
- 6. One (1) original Mylar tracings of the final plat (to be submitted prior to Council scheduled vote)
- 7. Proof of payment of current year property taxes, signed by a representative from the Volusia County Revenue Division (to be submitted with Mylar tracing).
- 8. Homeowners Association Documents, including Declaration of Covenants Conditions, Restrictions, Incorporation Papers and Bylaws
- 9. One (1) CAD data file of all infrastructure and site plan.

# NOTARIZED AUTHORIZATION OF OWNER (to be completed if applicant is not the property owner)

I/we	as the sole or joint fee simple title holder(s) of the
property described as (address or parcel number)	authorize
	to act as my agent to seek Subdivision Approval on the above
referenced property.	

Owner's Signature

Owner's Signature

STATE OF FLORIDA COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of  $\Box$  physical presence or  $\Box$  online

notarization, this \_\_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_\_.

NOTARY PUBLIC

(Signature of Notary Public - State of Florida)

□Personally Known OR □Produced Identification Type of Identification Produced

SEAL

### AGREEMENT FOR CONSULTANT, ENGINEERING, PLANNING, ENVIRONMENTAL, LEGAL, ADVERTISING COSTS & ON-SITE INSPECTIONS

The City of Edgewater contracts for certain consultant, engineering, planning, environmental and legal services related to its review of development projects. All fees charged by any such consultant, engineering, planning, environmental, on-site inspections and/or legal service providers are required to be paid by the **owner/applicant**. In addition, the **owner/applicant** is required to pay all advertising and recording costs in connection with application submitted by the undersigned.

The undersigned agrees that it shall be liable to the City for one hundred percent (100%) of the actual costs, both direct and indirect, of coordinating and reviewing the application submitted by the undersigned, including, but not limited to, the following:

Engineering Review and Approval Fees Planning Consultant Fees On Site Inspection and Approval Fees Legal Fees Advertising Costs Recording Costs

The undersigned agrees to deposit 100% of the Projected Scope of Work Total into a non-interest-bearing account at the time the estimated cost of the Scope of Work is provided to the applicant. The undersigned further understands and agrees that when the escrow balance is reduced to 20% or less of its original amount, the City may require an additional deposit of funds into the escrow account as the City reasonably estates will cover remaining consultant's fees and costs as listed above. When the project is completed and no further expenses are reasonably anticipated by the City, the City shall refund the remaining balance of the escrow account to the person or entity making the most recent deposit.

The owner/applicant does hereby acknowledge that on-site inspections by City staff, consultants, elected and appointed officials are permitted on said property.

The undersigned agrees to pay the above-referenced fees within thirty (30) days of receipt of an invoice for same and further agrees to pay to the City interest on the unpaid balance at the rate of one percent (1%) per month for any fees not remitted within thirty (30) days of receipt of an invoice for same. No site inspections, Development Order or Certificates of Occupancy will be issued until all of the above-referenced fees are paid in full.

## **OWNER/APPLICANT:**

Signature

Printed Name

Title

Date

Future Request: Escrow required