



CITY OF OVIEDO FLORIDA

400 ALEXANDRIA BOULEVARD . OVIEDO, FL 32765
www.cityofoviedo.net

TEL: (407) 971-5775
FAX: (407) 971-5819

REPLAT APPLICATION

- A) Substantially Similar Replat
- B) Corrective Replat

Office use only

Project No. _____
 Project Name: _____
 Site Construction Permit No.: _____
 Site Development Order No.: _____

GENERAL INSTRUCTIONS

A Replat Application is required for statutory re-subdivision of land (more than three (3) lots). The approval of a Replat is directly related to compliance with the requirements of **Chapter 177, Florida Statutes** and of the **Land Development Code (LDC)**. **LDC Section 3.5(B)(5)** provides for the replats' classification (Substantially Similar Plats or Corrective Plats) and **LDC Section 3.5(B)(3)** provides for the application and review process of plats, which will apply for replats. These Sections are attached.

- **Pre-Application Conference:** The applicant may schedule a Pre-Application Conference with the Development Review Division before submitting this application. To arrange for a Conference, call 407-971-5796.
- **Application Checklist:** **The Application Checklist must be completed in full**, stating the location of information submitted on or in support of Replat Plat plans, boundary survey or any other supporting documents.
- **The Sufficiency and Compliance Submittals:**
 - **The Sufficiency Review Application Submittal:** A submittal to determine Sufficiency must include **two (2) sets of plans, boundary survey, required supporting documents, and all applicable fees**. The Development Review Division shall review the submittal for sufficiency and notify the applicant within eight (8) days if the submittal is incomplete. A re-application fee in the amount of half the application fee will be charged if plans are returned due to insufficiency.
 - **The Compliance Review Application Submittal:** following notification that an application is sufficient, the Applicant must submit **ten (10) copies of the complete application package** so that the Compliance Review may initiate. One (1) mylar copy of the replat will also be required at the final stage of review.
- The application must be signed by the owner(s) of record or be accompanied by a Power of Attorney from the owner(s) of record.

FEES: \$2,630.00 plus \$10.00 per lot (See Resolution No. 1794-08)

THE FOLLOWING ITEMS ARE REQUIRED FOR A SUFFICIENT APPLICATION. AN INSUFFICIENT APPLICATION WILL BE RETURNED WITH AN RAI LETTER AND A RESUBMITTAL FEE WILL BE REQUIRED IN THE AMOUNT OF HALF THE APPLICATION FEE. IF ANY ITEMS ARE NOT APPLICABLE, APPROPRIATE REASONING MUST BE GIVEN ON THE FINAL PLAT CHECKLIST.

A. SUBSTANTIALLY SIMILAR REPLAT

I. APPLICANT INFORMATION

1) Applicant Name: _____

Applicant Address: _____

Applicant Phone #: _____ Fax #: _____ E-mail: _____

2) Owner Name: _____

Owner Address: _____

Owner Phone #: _____ Fax #: _____ E-mail: _____

3) Consultant Name: _____

Consultant Address: _____

Consultant Phone #: _____ Fax #: _____ E-mail: _____

Attach a verified statement including the names of each individual having a legal/equitable ownership interest in the subject property. For publicly held corporations, names and addresses of the corporation, principal executive officers and any majority stockholders will be sufficient.

II. PROJECT INFORMATION

1) Project Address/Location: _____

2) Parcel ID No(s): _____

3) Total Acreage: _____ 4) Acreage to be replatted: _____

5) Number of Lots to be replatted: _____ 6) Number of tracts to be replatted: _____

III. PERFORMANCE GUARANTEE (one of the following options):

Date of Cash Deposit _____

Date of Surety Completion Bond _____

Personal Bond with Letter of Credit (subject to approval by City Council, date) _____

Date of Improvements Acceptance by City Council _____

Date of Release of Maintenance Bond _____

IV. CODES, COVENANTS AND RESTRICTIONS (CC&Rs)

Any protective deed covenants shall be notarized in a form suitable for recording.

V. UTILITIES

The Applicant shall provide letters from all utility companies stating that all easements are adequate. The letters shall be dated no more than six (6) months prior to the submittal of the Application. Please list all utilities companies serving the development.

- 1) Electric _____
- 2) Telephone _____
- 3) Cable _____
- 4) Water _____
- 5) Sewer _____
- 6) Gas _____

VI. TITLE CERTIFICATE

A certificate of ownership, signed by a licensed attorney at law or an abstract company, in a form approved by the City Attorney and, at a minimum, demonstrating:

- 1) That the parties executing the plat are owners of the land embraced by the plat.
- 2) All mortgages, liens, or other encumbrances.
- 3) That all City taxes and assessments are paid to date.
- 4) Description of the plat is correct.
- 5) That no conflicting rights-of-way, easements or plats exist.

VII. CERTIFICATION

I hereby certify that, to the best of my knowledge and belief, all information supplied with this application is true and accurate. If the applicant is someone other than the property owner, a power of attorney signed by the property owner, which authorizes the applicant to apply for this specific purpose at this specific location, must be attached to the application.

I am the owner of record for the property described herein.

I am the authorized Agent for the property described herein (power of attorney is attached)

Signature(s)

Date

Name(s) and Title(s) (printed or typed)

Date

B. CORRECTIVE REPLAT

I. APPLICANT INFORMATION

1) Applicant Name: _____

Applicant Address: _____

Applicant Phone #: _____ Fax #: _____ E-mail: _____

2) Owner Name: _____

Owner Address: _____

Owner Phone #: _____ Fax #: _____ E-mail: _____

3) Consultant Name: _____

Consultant Address: _____

Consultant Phone #: _____ Fax #: _____ E-mail: _____

Attach a verified statement including the names of each individual having a legal/equitable ownership interest in the subject property. For publicly held corporations, names and addresses of the corporation, principal executive officers and any majority stockholders will be sufficient.

II. PROJECT INFORMATION

1) Project Address/Location: _____

2) Parcel ID No(s): _____

3) Total Acreage: _____ 4) Acreage to be replated: _____

5) Number of Lots to be replated: _____ 6) Number of tracts to be replated: _____

II. LAND SURVEYOR AFFIDAVIT

In the event an appreciable error or omission is detected in the approved and recorded plat, the Land Surveyor responsible for the originally approved plat may file an affidavit confirming such error or omission was made. The affidavit must state that he has made a survey of the subject property within the last 10 days and that no evidence existed on the ground that would conflict with the corrections as stated in the affidavit. The affidavit shall describe the nature and extent of such error or omission and the appropriate correction that, in his opinion, should be substituted for the erroneous data shown on such plat. The affidavit shall be filed and recorded in accordance with Chapter 177, Florida Statutes.

III. CERTIFICATION

I hereby certify that, to the best of my knowledge and belief, all information supplied with this application is true and accurate. If the applicant is someone other than the property owner, a power of attorney signed by the property owner, which authorizes the applicant to apply for this specific purpose at this specific location, must be attached to the application.

I am the owner of record for the property described herein.

I am the authorized Agent for the property described herein (power of attorney is attached)

Signature(s)

Date

Name(s) and Title(s) (printed or typed)

Date

SUFFICIENCY REVIEW CHECKLIST

REPLAT – CITY OF OVIEDO 2006 LDC

Project Name:

Project Number:

Date:

Reviewer:

<u>ITEM</u>	YES	NO	N/A	LOCATION IN SUBMITTAL	COMMENTS
APPLICANT INFORMATION					
Name				Application/p2	
Address				Application/p2	
Tel/fax				Application/p2	
E-mail				Application/p2	
PROJECT INFORMATION					
Address/Location				Application/p2	
Parcel ID No.(s)				Application/p2	
Acreage				Application/p2	
Current Zoning				Application/p2	
Minimum Lot Size				Application/p2	
Minimum Lot Frontage				Application/p2	
No. Lots				Application/p2	
No. Tracts				Application/p2	
Pavement Width				Application/p2	
R.O.W. Width(s)				Application/p2	
Names of Streets				Application/p2	
PERFORMANCE GUARANTEE					
Cash Deposit					
Surety Completion Bond					
Personal Bond Letter of Credit					

ITEM	YES	NO	N/A		COMMENTS
CC Acceptance Date					
Maintenance Bond					
Codes Covenants and Restrictions (DCCR's)					
DCCRs					
Other Agreements					
Joinder&Consent Mortgagees					
Utility Letters					
Power/Electricity					
Telephone					
Cable					
Water					
Sewer					
Gas					
TITLE CERTIFICATE					
Title Certificate					
CERTIFICATION					
Signed by Owner					
Letter of Authorization					
FEES					
Amount Paid					
PLANS					
Plat					
Boundary Survey					
Supporting Documents					