

# **Board of County Commissioners**

## **Development Services Department**

### **Planning Services Division**

7375 Powell Rd., Ste. 115, Wildwood, FL 34785 Phone (352) 689-4400 FAX: (352) 689-4401

Website: <http://sumtercountyfl.gov>

#### **ITEMS NEEDED FOR PRELIMINARY /FINAL PLAT APPLICATION**

1. Fee established by BOCC
2. Boundary Survey
3. Title Opinion
4. Plat should follow requirements of F.S. Chapter 177
5. Preliminary Plat submit electronically along with one paper copy
6. Final Plat submitted on mylar

Preliminary plat expires three years if no final plat is approved by BOCC.

Final plat expires if it is not recorded within 45 days of final plat approval.

#### **DEDICATIONS & CERTIFICATES FOR FINAL PLAT**

##### **Owner's dedication (shall be notarized)**

**In cases where common facilities are provided but are all retained under private ownership, the language should read as follows:**

Know all men by these presents, that the undersigned being the owner(s) in fee simple of the lands described herein and known as \_\_\_\_\_ certify that the following facilities are for private use only: \_\_\_\_\_. These facilities will be maintained by \_\_\_\_\_ and Sumter County is not responsible for the maintenance or improvement of same.

**In cases where there are no common facilities of any kind provided, the language should read as follows:**

Know all men by these presents, that the undersigned being the owner(s) in fee simple of the lands described herein and known as \_\_\_\_\_ certify that there are no common facilities associated with this subdivision of land and Sumter County incurs no responsibility for the maintenance or improvement of any common facility.

**In cases where there is dedication of property to Sumter County:**

Know all men by these presents, that the undersigned being the owner(s) in fee simple of the lands described herein and known as \_\_\_\_\_ certify that the following is dedicated to Sumter County: \_\_\_\_\_ and this property will be maintained by Sumter County.

**Certificate of surveyor**

I hereby certify that this plat was prepared under my direction and supervision and I have reviewed the plat for compliance with the requirements of Chapter 177, Part 1, Florida Statutes. I have provided both the County and the surveyor of record a list of deviations, if any, from such requirements.

|              |                |       |
|--------------|----------------|-------|
| _____        | _____          | _____ |
| Printed Name | Registration # | Date  |

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Surveyor's address

**Certificate of county planning and zoning director. The plat shall contain a certification by the county planning and zoning director as follows:**

I hereby certify that the lands contained herein are in Sumter County, Florida, are zoned properly for the use platted, and that the subdivision has proceeded through the development requirements of Sumter County.

**Certificate of approval by the Board of County Commissioners. The plat shall contain an approval by the Sumter County Board of County Commissioners worded as follows:**

This is to certify that on \_\_\_\_\_ this plat was approved by the Board of County Commissioners of Sumter County, Florida and so recorded in the minutes of said meeting.

**Certificate of clerk. The plat shall contain a certification by the clerk of circuit court worded as follows:**

I hereby certify that I have examined this plat and find that it complies in form with all requirements of Chapter 177, Florida Statutes and was filed for record on \_\_\_\_\_ at \_\_\_\_\_.  
File No. \_\_\_\_\_, Plat Book \_\_\_\_\_, Page \_\_\_\_\_.