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Town of Lee Little but Proud

Subdivision Regulations - Construction Plan Procedures

SECTION 5.17 CONSTRUCTION PLANS PROCEDURES.

- 5.17.1 Step 1 - Either at the time of submission of preliminary plat materials or following preliminary plat approval by the Town Council, the subdivider shall submit twelve (12) copies of the construction plan materials as specified herein to the Land Development Regulation Administrator.
- 5.17.2 Step 2 - The Land Development Regulation Administrator shall transmit copies of the construction plan materials to the County Road Superintendent, the Town Attorney, the Town Engineer, the Water Management District and other appropriate departments or agencies as the case may require for review and comment. The Land Development Regulation Administrator shall evaluate the comments from the appropriate departments or agencies and notify the subdivider of the status of the construction plans.
- 5.17.3 Step 3 - Following review by these agencies, the Town Council shall consider approval, approval with conditions, or disapproval of the construction plans at its next regularly scheduled meeting as part of a previously prepared agenda. The reasons for approving with conditions or disapproving shall be stated in writing to the subdivider. Reference should be made to the specific sections of these or other applicable ordinances or regulations with which the construction plans do not comply.
- 5.17.4 At this stage, if the proposed subdivision is a large one and the Town Council finds that development in stages is consistent with the intent and purpose of these land development regulations, the Town Council, with the aid of the Land Development Regulation Administrator and appropriate departments shall, if approval of the preliminary plat and construction plans has been given, work out an agreement (or agreements) with the subdivider. This agreement (or agreements) shall include, but not to be limited to, provisions for carrying out the required construction and improvements to completion and the developing of the subdivision in stages. This agreement (called the Subdivider's Agreement) shall constitute a covenant by the Town Council and the subdivider of the subdivision. The terms and conditions of which shall run with the land and be binding upon all successors *in* interest to the subdivider.
- 5.17.5 Approval of the preliminary plat and construction plans by the Town Council is authorization for the subdivider to proceed with site development and the installation of improvements in accordance with the approved construction

plans, subject to the approval of other agencies having authority. In the event minor changes or deviations from the approved construction plans are necessary due to requirements caused by actual construction or the necessary causes, the Town Council shall authorize such minor changes or deviations. If minor changes or deviations are authorized, the subdivider shall submit new construction plan materials as specified herein.

SECTION 5.18 FINAL PLAT PROCEDURE.

- 5.18.1 Step 1 - No less than thirty (30) calendar days following approval of the preliminary plat and construction plans and while the preliminary plat approval is in effect, the subdivider shall submit twelve (12) copies of the final plat for approval to the Land Development Regulation Administrator. The final plat shall include the information required in Section 5-38 of these land development regulations. The final plat shall also be accompanied by the materials required in Section 5.38 of these land development regulations, as well as a copy of any conditions imposed at the time of conditional approval of the preliminary plat or of the construction plans. Also, the final plat shall conform to all applicable provisions of Chapter 177, Florida Statutes, as amended.
- 5.18.2 Step 2 - The Land Development Regulation Administrator shall transmit copies of the final plat and materials to the County Health Department, County Road Superintendent, Town Attorney, the Water Management District and other appropriate departments or agencies as the case may require for review and comment. The Land Development Regulation Administrator shall evaluate the comments from the appropriate departments and agencies and notify the subdivider of the status of the final plat.
- 5.18.3 Step 3 - Following review by these agencies, the Town Council shall consider and take action on the final plat at its next regularly scheduled meeting as part of a previously prepared agenda. The final plat shall essentially conform to the preliminary plat as approved and, at the option of the subdivider, may constitute only that portion of the approved preliminary plat which he or she proposes to record at the-time; provided however, that such portion conforms to all requirements of these land development regulations. Approval by the Town Council shall not be shown on the final plat until all requirements of these land development regulations have been met and the following conditions have been complied with:
1. Upon completion of the improvements, the Town Council or its authorized representative has inspected the construction work to determine that the work has been completed in a satisfactory manner and complies with the requirements of these land development regulations or a surety device has been posed which meets the requirements of Section 5-40;
 2. Upon completion of improvements in the subdivision, the subdivider has submitted three (3) blue line sets and one (1) reproducible set of blue prints showing "as-built" improvements;

- 3- Subdivider's Agreement as required in Section 5-18 of these land development regulations has been entered into by the subdivider and the Town Council;
4. Certificate of the Surveyor has been executed (see Section 5.38 and Appendix A);
- 5- Certificate of the Subdivider's Engineer has been executed (see Section 5-38 and Appendix A) or a Certificate of Estimated Cost (see Appendix A) has been completed and a surety device has been provided by the subdivider to satisfy the requirements of Section 5.39);
6. Certificate of Approval of the County Health Department has been executed (see Section 5-38 and Appendix A); and
7. Certificate of approval by the Town Attorney has been executed (see Section 5.38 and Appendix A).

5.18.4 Step 4 - Upon final plat approval by the Town Council, the subdivider shall submit the original and three **(3)** copies of the approved final plat for execution to the Land Development Regulation Administrator. The Land Development Regulation Administrator shall take the signed original and one (1) signed copy of the approved final plat to the Clerk of the Circuit Court of the County for recording. The subdivider shall pay all recording costs. Two (2) signed copies of the final plat shall be filed in the office of the Land Development Regulation Administrator.

SECTION 5.19 GENERAL IMPROVEMENTS. Where required by these land development regulations, the subdivider shall grade and improve streets; install sidewalks, street name signs, street lights, fire hydrants, and curbs and gutters; place monuments and corner stakes and install sanitary sewer and water mains and storm water facilities in accordance with the specifications of these land development regulations and any other specifications established by the Town Council. The Town Council may, if conditions warrant such action, require that improvements be designed and constructed to higher standards than are incorporated herein. All required improvements shall be paid for by the subdivider.

In addition to the requirements established herein, all subdivision plats shall comply with the following laws, rules, and regulations:

1. All applicable statutory provisions.
2. The Building Code, and other applicable land development regulations of the Town.
3. The Comprehensive Plan in effect at the time of submission.
4. Rules and regulations of the Florida Department of Health and Rehabilitative Services, Florida Department of Environmental Regulation, the appropriate Water Management District and other appropriate regional, State and Federal agencies.
5. Rules and regulations of the Florida Department of Transportation if the subdivision or any lot contained therein abuts a State highway or connecting street.

SECTION 5.20 MAINTENANCE AND REPAIR OF REQUIRED IMPROVEMENTS. The subdivider shall maintain and repair all improvements which these land development regulations require the subdivider to construct in the subdivision for a period of one (1) year after the completion of the same. A final plat shall neither be approved by the Town Council nor accepted for filing until the subdivider posts a maintenance bond to cover at least ten (10) percent of the estimated costs of all required improvements for period of one (1) year (See Appendix A). All defects which occur within one (1) year after completion of all required improvements shall be remedied and corrected at the subdivider's expense.

SECTION 5-21 SUBDIVISIONS LOCATED OUTSIDE THE CORPORATE LIMITS OF MUNICIPALITIES BUT CONNECTED TO MUNICIPAL UTILITIES. Subdivisions which are located outside the corporate limits of any municipality but are to be connected to and serviced by municipal utilities such as water, sewage, and/or natural gas shall meet all the requirements of the applicable sections of these regulations governing the design, construction, and connection of such utilities.

SECTION 5.22 MONUMENTS. The subdivider shall adhere to the requirements of Chapter 177, Florida Statutes, as amended, regarding the placement of all monuments.

SECTION 5-23 LOT IMPROVEMENTS.

- 5.23.1 Arrangement. The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with these land development regulations of the Town and other applicable regulations and in providing driveway access to buildings on such lots from an approved street.
- 5.23.2 Dimensions and Design. Lot dimensions, shall comply with any minimum standards as established within any land development regulations of the Town and provided, that the lot length shall not exceed three (3) times the width of lots for the location of dwelling units. In general, side lot lines shall be at right angles to street lines (or radial to curving street lines) unless variation from this rule will give a better street or lot plan. The entrance of automobiles from the lot to the street shall be approximately at right angles or radial to street lines. Corner lots shall be sufficiently wider and larger to permit additional yard area. Lots shall be laid out so as to provide positive drainage away from all buildings and individual lot drainage shall be coordinated with the general storm water drainage pattern for the area in accordance with approved construction plans (see Article 8 of these land development regulations).
- 5.23.3 Double Frontage. Double frontage and reversed frontage lots shall be prohibited except where necessary to provide separation of residential development from existing streets or to overcome specific disadvantages of topography and orientation.

5.23.4 Access. Lots shall not derive access from an existing street (except for minor subdivisions)

5.23.5 Corner Stakes. As a minimum, lot corners shall be staked with three-eighths (3/8) or one half (1/2) inch diameter solid iron bars or pipes or suitable concrete monuments with reinforced steel, either of which must be twenty-four (24) inches long and driven so as to be flush with the finished grade.

SECTION 5.24 USE OF SUBDIVIDED LOTS. The proposed use of lots within any subdivision shall comply with those uses permitted by the Comprehensive Plan and these land development regulations. Further, whenever any land in the incorporated area of the Town, is subdivided a building permit for the construction of a residence, commercial building or other principal structure shall not be issued for any such structure on less than a lot as platted within such subdivided land.

SECTION 5.25 PUBLIC PURPOSE SITES. The Town Council may require the dedication to the public of public purpose sites (school sites, parks, playground, or other public areas) as are attributable by the Town Council to the demand created by the subdivision. At the discretion of the Town Council, the subdivider may be required to pay in cash an amount equal to the fair market value of such public purpose sites, said fair market value to be estimated on the basis of platted land without improvements.