

Digital Plans – Application Supplement

Subdivision (SUB)

Mylar Plat	A Mylar Plat executed by the owner (in black permanent ink) and signed and sealed by the surveyor.
Subdivision Plan	Proposed subdivision plan consistent with the checklist available on the website below.
Soils Report	Soils report prepared in accordance with the requirements for Subdivision Plans.
Title Opinion*	<p>A Title Opinion or Certificate of Title dated no more than 90 days prior to filing of the application. Not acceptable: a title insurance policy or an ownership & encumbrance report.</p> <p>Acceptable title work:</p> <ol style="list-style-type: none"> 1. Signed by an Attorney or Title Agent 2. Contains name of owner(s) 3. Lists mortgage, liens, etc. with recorded book/page reference 4. Contains a legal description (should match the one on proposed plat) <p>Not acceptable:</p> <ol style="list-style-type: none"> 1. Not signed by an Attorney or Title Agent 2. Ownership & Encumbrance Report 3. Documents referenced as “Title Commitment”, “Title Policy”, “Schedule A” or “Schedule B”, or anything other than “opinion” or “plat certificate”
Joinder & Consent*	If there is a mortgage on the property, a joinder and consent to plat document is required from each mortgage holder. The document is recorded with the plat. Refer to Chapter 177, Florida Statutes.
Plat Checklist*	Completed Plat Checklist for subdivision record review.

*Upload these with this application (for Minor Plats); & with final plat application (for Major Plats and Plats w/ Modifications).

<http://www.cityoforlando.net/city-planning/planning-and-review-process/application-forms>