

# **SUBDIVISION DEVELOPMENT ORDER CHECKLIST**

(Submit Checklist with Application)

1. Development Order Application \_\_\_\_\_  
(Please note: if applicant is an authorized agent, attach a signed statement from the property owner(s) granting permission for the agent to obtain any necessary permits.)
2. Development Order Review Fee (\$500) \_\_\_\_\_
3. Copy of Deed \_\_\_\_\_
4. Drainage Calculations \_\_\_\_\_
5. Plans
  - a) Aerial \_\_\_\_\_
  - b) Survey/Tree Survey \_\_\_\_\_
  - c) Landscape Plan \_\_\_\_\_
  - d) External public/private lighting \_\_\_\_\_
  - e) Site Plan \_\_\_\_\_
  - f) Erosion Control/Clearing Plan \_\_\_\_\_
  - g) Site Grading/Drainage Plan \_\_\_\_\_
  - h) Utility Plans \_\_\_\_\_
  - i) Plan and Profiles \_\_\_\_\_
  - j) Construction Details \_\_\_\_\_
6. Preliminary Plat \_\_\_\_\_
7. Home Association Documents \_\_\_\_\_
8. Traffic Study/Impact Analysis \_\_\_\_\_
9. Recreational Concurrency/Analysis \_\_\_\_\_
10. School Concurrency/Analysis \_\_\_\_\_
11. Jurisdictional Permits (Attach copies of each application applied for.)
  - a) FDEP/NFWFMD Stormwater Permit \_\_\_\_\_
  - b) FDEP Wastewater Permit \_\_\_\_\_
  - c) FDEP Water Main Ext. Permit \_\_\_\_\_
  - d) NPDES Permit \_\_\_\_\_
  - e) FDOT Driveway Connection \_\_\_\_\_
  - f) FDOT Drainage Connection \_\_\_\_\_
  - g) Bay County Access/Drainage \_\_\_\_\_
  - h) Other: \_\_\_\_\_