

# CITY OF JACKSONVILLE FORM DSD-FPC

## Final Plat Package Checklist

(LDPM Volume 1, section 3.3.2)

Include the checklist below as the cover page for the submittal package. By providing this form, the applicant is confirming that the necessary documents have been provided for review.

Y N NA

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Plat Bond Approval Letter ( <b>Form LDPM-GAP</b> )   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Plat Map (See Plat Checklist for detailed requirements of the Plat) <ul style="list-style-type: none"><li>- 18" by 26" Mylar (2 copies)</li><li>- Each sheet must be stamped with JEA approval</li></ul>                         |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Record of Offsite Easements (if applicable)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. Documentation of Vacated Rights of Way   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5. Updated Property Information Report (no more than 30 days old)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6. Plat Surety Bond (if construction is not complete) ( <b>Form LDPM-PSB</b> )<br>OR<br>Registered Professional Certification (if construction is complete)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Registered Professional's Certificate for Inspection by Public Inspector ( <b>Form LDPM-ECC-A</b> )   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Registered Professional's Certificate for Inspection by Private Inspector ( <b>Form LDPM-ECC-B</b> )  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. Traffic Sign Payment <ul style="list-style-type: none"><li>- Letter from the City specifying cost to purchase traffic signs</li><li>- Invoice for traffic sign costs</li><li>- Receipt of payment made (if applicable)</li></ul> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8. Concurrency Reservation Certificate (no more than 30 calendar days old)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. JEA's Inter-Office Correspondence and/or a copy of the receipt from JEA as evidence of payment for underground electrical distribution and street light standards  |
|                          |                          |                          | 10. Receipts from the Duval County Tax Collector  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | preliminary plat review fee   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | final plat review fee   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | recreation fee (if applicable)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | construction inspection fee (if applicable)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | inspection fee (if applicable)  |



11. CAD file submitted to [PlatCAD@coj.net](mailto:PlatCAD@coj.net)