

CITY OF OCOEE – PLANNING DIVISION

**SUFFICIENCY CHECKLIST FOR
LARGE SCALE PRELIMINARY / FINAL
SUBDIVISION / SITE PLANS**

PLAN RECEIVED DATE: _____ CHECKED BY: _____

PROJECT NAME: _____

PROJECT NUMBER: _____

CHECK OFF	REQUIRED ITEMS
	Application for Subdivision or Site Plan Review (<i>Form 17 Land Development Code</i>)
	Flat Fee (<i>as indicated on application</i>) + \$1,000 Review Deposit
	Executed, certified and sealed Boundary Surveys for the Subject Parcel, including a Metes-and-Bounds Legal Description
	Survey with Full Legal Description as an Exhibit
	Owner's Affidavit (<i>provide owner's name, title and company</i>)
	Concurrency Management Applications with Completed Power of Attorney for:
	Preliminary Certificate of Concurrency + \$150 Flat Fee
	Final Certificate of Concurrency + \$250 Flat Fee
	Subdivision Plans or Site Plans (Eight (8) Sets of Subdivision Plans or Site Plans will be requested after the project has received approval.)
	Geo-Technical Reports (<i>Final only</i>)
	Drainage Reports (<i>signed and sealed by a professional engineer registered in the State of Florida</i>)
	Site Lighting Plans with Photometrics and Cut Sheets (<i>Final only</i>)
	Colored Building Elevations (<i>Final only</i>) (<i>Conceptual only with PS/SP</i>)
	Landscape Plans (<i>conceptual only with Preliminary Subdivision/Site Plan</i>)
	Irrigation Plans (<i>not necessary with Preliminary Subdivision/Site Plan</i>)
	All Site/Subdivision Plan review(s) must go through sage (permits.occoee.org).

Comments: _____
