

**COMPLIANCE FORM FOR SUBDIVISION INFRASTRUCTURE PERMITS**



**City of Port St. Lucie**

**STEP 1 – BY APPLICANT:**

\*Submit one (1) set of plat construction plans to the Planning and Zoning Department. The phone number must be a valid working phone number. Incomplete or erroneous sets of drawings will be rejected. A fee (Refer to "Fee Schedule") will be charged for resubmittals of rejected plans. (For resubmittals, a written statement of all changes made to the plan set must be submitted.

Application Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Planning and Zoning Project (P-Number): \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Company Name: \_\_\_\_\_  
(Print the name of person submitting the plans)

Contact Phone Number: \_\_\_\_\_ Contact Fax Number: \_\_\_\_\_

**STEP 2 – BY PLANNING AND ZONING:** P & Z Fee Paid: Receipt \_\_\_\_\_

For Planning and Zoning Department Use Only: -- (Staple this form to the plans.)

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Action:  Approve  Reject If rejected, why : \_\_\_\_\_

Upland Mitigation Fee Required: Yes \_\_\_\_\_ No \_\_\_\_\_

The Planning and Zoning Department reviews the approval status of the subdivision plat.

**STEP 3 – BY UTILITIES:**

For Utilities Use: \*Please provide fees and 1 additional set of plans.  
9500 SE Ogden Lane – 873-6400

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Action: \_\_\_\_\_

**STEP 4 – BY ENGINEERING:**

For Engineering Department Use Only: - Building "B" – Municipal Complex – 871-5177

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Action: \_\_\_\_\_

The Engineering Department reviews the subdivision plat construction drawings for drainage, NPDES, and roadway elements.