

FLORIDA HOUSE OF REPRESENTATIVES

FINAL BILL ANALYSIS

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BILL #: [CS/CS/CS/HB 381](#)

TITLE: Platting

SPONSOR(S): Holcomb

COMPANION BILL: [CS/CS/CS/SB 784](#) (Ingoglia)

LINKED BILLS: None

RELATED BILLS: None

FINAL HOUSE FLOOR ACTION: 115 Y's

0 N's

GOVERNOR'S ACTION: Pending

SUMMARY

Effect of the Bill:

The bill requires the local governing body responsible for reviewing and approving a plat to:

- Administratively approve plat or replat submissions, with no further action if the submittal complies with statutory requirements;
- Designate an administrative authority to receive, process, and review the plat or replat submittal; and
- Within 7 business days after receiving a submission, provide a written notice to the applicant acknowledging receipt of the submittal, identifying any deficiencies, and providing timeframes for reviewing, approving, and otherwise processing the plat or replat submittal. A decision of approval, conditional approval, or denial must be provided within the stated timeline, with written justification for any denial.

Additionally, the bill prohibits an administrative authority from requesting an applicant to file a written request for an extension of time.

Fiscal or Economic Impact:

None

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ANALYSIS

EFFECT OF THE BILL:

CS/CS/CS/HB 381 passed as [CS/CS/CS/SB 784](#).

Requires that a [plat](#) or replat submittal be administratively approved and no further action or approval by the governing body of a county or municipality is required if the plat or replat complies with the requirements of s. 177.091. (Section 1).

The governing body of the county or municipality shall designate, by ordinance or resolution, an administrative authority to receive, review, and process the plat or replat submittal, including designating an administrative official responsible for approving, approving with conditions, or denying the proposed plat or replat. (Section 1).

The bill defines "administrative authority" as a department, division, or other agency of the county or municipality. For purposes of issuing a final administrative approval of a plat or replat submittal, the term also includes an administrative officer or employee designated by the governing body of a county or municipality, including, but not limited to:

- A county administrator or manager;
- A city manager;
- A deputy county administrator or manager;
- A deputy city manager;
- An assistant county administrator or manager;
- An assistant city manager; or

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- Other high-ranking county or city department or division director with direct or indirect oversight responsibility for the county's or municipality's land development, housing, utilizes, or public works programs. (Section 1).

The bill requires that within 7 business days after receipt of a plat or replat submittal, the administrative authority shall provide written notice to the applicant acknowledging receipt of the plat or replat submittal and identifying any missing documents or other information necessary to process the plat or replat submittal. The written notice must also provide information regarding the plat or replat approval process, including:

- Requirements regarding the completeness of the process; and
- Applicable timeframes for reviewing, approving, and otherwise processing the plat or replat submittal. (Section 1).

The bill requires the administrative authority to approve, approve with conditions, or deny the plat or replat submittal within the timeframe identified in the written notice provided to the applicant. If the administrative authority does not approve the plat or replat, it must notify the applicant in writing of the reasons for declining to approve the submittal. The written notice must identify all areas of noncompliance and include specific citations to each requirement the plat or replat submittal fails to meet. (Section 1).

The bill prohibits the administrative authority, or an official, an employee, an agent, or a designee of the governing body from requesting or requiring the applicant to file a written extension of time. (Section 1).

The bill modifies specific language to include terms such as replat, administrative authority and other minor changes. (Section 1 and 2).

Subject to the Governor's veto powers, the effective date of this bill is July 1, 2025. (Section 3).

FISCAL OR ECONOMIC IMPACT:

PRIVATE SECTOR:

The bill may have a positive fiscal impact on individuals who submit plat or replat applications to the extent that the process for reviewing such submittals is streamlined and more efficient.

RELEVANT INFORMATION

SUBJECT OVERVIEW:

Platting

A "plat" is a map or detailed representation of the subdivision of lands, providing a complete and precise depiction of the subdivision, along with other information that complies with all applicable state requirements and local ordinances.¹ Platting ensures that when subdividing property into lots, all streets, alleys, easements, rights-of-way, public areas, utilities, and sewer and stormwater improvements are identified.²

While state laws provide minimum requirements for the platting of lands, local governments may adopt additional requirements.³ Prior to approval by the appropriate governing body, the plat must be reviewed for conformity with state and local laws and be sealed by a professional surveyor and mapper who is either employed by or under contract to the local governing body.⁴

¹ S. [177.031\(14\), F.S.](#)

² S. [177.091, F.S.](#); LakelandLaw.com, (May 28, 2020), <https://www.lakelandlaw.com/the-basics-of-platting-property/> (last visited May 2, 2025).

³ S. [177.011, F.S.](#)

⁴ S. [177.081\(1\), F.S.](#)

Before a plat is offered for recording with the clerk of the circuit court, it must be approved by the appropriate governing body, and evidence of such approval must be placed on the plat. If not approved, the governing body must return the plat to the professional surveyor and mapper or the legal entity offering the plat for recordation.⁵

The authority for plat approval is designated as follows:

- When the plat to be submitted for approval is located wholly within the boundaries of a municipality, the governing body of the municipality has exclusive jurisdiction to approve the plat.
- When a plat lies wholly within the unincorporated areas of a county, the governing body of the county has exclusive jurisdiction to approve the plat.
- When a plat lies within the boundaries of more than one governing body, two plats must be prepared and each governing body has exclusive jurisdiction to approve the plat within its boundaries, unless those governing bodies agree that one plat is mutually acceptable.⁶

Every plat of a subdivision offered for recording must contain certain information, including:

- The name of the plat in bold legible letters, and the name of the subdivision, professional surveyor and mapper or legal entity, and street and mailing address on each sheet.
- The section, township, and range immediately under the name of the plat on each sheet included, along with the name of the city, town, village, county, and state in which the land being platted is situated.
- The dedications and approvals by the surveyor and mapper and local governing body, and the circuit court clerk's certificate and the professional surveyor and mapper's seal and statement.
- All section lines and quarter section lines occurring within the subdivision. If the description is by metes and bounds, all information called for, such as the point of commencement, course bearings and distances, and the point of beginning. If the platted lands are in a land grant or are not included in the subdivision of government surveys, then the boundaries are to be defined by metes and bounds and courses.
- Location, width, and names of all streets, waterways, or other rights-of-way.
- Location and width of proposed easements and existing easements identified in the title opinion or property information report must be shown on the plat or in the notes or legend, and their intended use.
- All lots numbered either by progressive numbers or, if in blocks, progressively numbered in each block, and the blocks progressively numbered or lettered, except that blocks in numbered additions bearing the same name may be numbered consecutively throughout the several additions.
- Sufficient survey data to positively describe the bounds of every lot, block, street easement, and all other areas shown on the plat.
- Designated park and recreation parcels.
- All interior excepted parcels clearly indicated and labeled "Not a part of this plat."
- The purpose of all areas dedicated clearly indicated or stated on the plat.
- All platted utility easements, which must provide that such easements are also easements for the construction, installation, maintenance, and operation of cable television services; provided, however, no such construction, installation, maintenance, and operation of cable television services interferes with the facilities and services of an electric, telephone, gas, or other public utility.⁷

Many local governments have a process to approve a *preliminary plat* before approving a final plat, and once a preliminary plat is approved, a developer may be allowed to commence construction before the final plat is approved. Generally, a preliminary plat is a technical, graphic representation of a proposed development, including plans for streets, utilities, drainage, easements, and lot lines, for a proposed subdivision. If a preliminary plat is required, it is generally a prerequisite for a final plat approval and the submission of any property improvement

⁵ S. [177.071\(1\), F.S.](#)

⁶ *Id.*

⁷ S. [177.091, F.S.](#)

plans or permit applications.⁸ For example, the City of Jacksonville, the Village of Royal Palm Beach, and the City of Tallahassee allow for a preliminary plat approval process.⁹

The fee to have a plat approved differs between local governments. For instance:

- The City of Orlando charges either \$1,200 or \$3,000, depending on the type of plat being submitted.¹⁰
- Madison County charges either \$1500, \$1700, or \$2000, depending on whether it is a preliminary or final plat and whether improvements are required; additionally, Madison County charges a \$50 fee per lot, along with consultant fees.¹¹

Once a final plat is approved, it is submitted to the clerk of the circuit court for recording.¹²

⁸ See e.g., [City of Zephyrhills Code of Ordinances Art. XI, Part 11.03.00, s. 11.03.02.01](#).
⁹ Jacksonville, Fla., Code § 654.109 (2025), [City of Jacksonville Code of Ordinances s. 654-109](#); Royal Palm Beach, Fla., Code § 22-22 (2025) [Village of Royal Palm Beach Code of Ordinances s. 22-22](#), Tallahassee, Fla., Code § 9-92 (2025), [City of Tallahassee Code of Ordinances s. 9-92](#).
¹⁰ City of Orlando, *Fees—Commercial Development*, [Fees—Commercial Development](#) (last visited May 2, 2025).
¹¹ Madison County, *Planning & Zoning Fees*, [Madison County Resolution No. 2016-09-14-A](#). (last visited May 2, 2025).
¹² S. [177.073\(1\)\(b\)](#), F.S.