



Town of Fort Myers Beach

LETTER OF SUBSTANTIAL COMPLIANCE

ENGINEER

To: Town of Fort Myers Beach Community Development

Re: Project Name: _____

D.O. Number: _____

Building Permit Number: _____

Request for: Initial Inspection (no fee) Re-inspection (fee required)

An on-site inspection was performed by me (or my authorized representative) on _____ (Date)

I hereby certify that the development is in substantial compliance [as the term is defined in the LDC Section [10-183\(b\)](#)] with the approved Development Order.

Attached hereto is a list of minor changes from the approved Development Order plans including a completed application for Minor Changes pursuant to the Land Development Code Section [10-120](#). The changes are highlighted on the site plans which have been signed and sealed by the development's engineer and are hereby submitted for approval by the Director of Development Services prior to inspection.

Attached hereto is a list of all stipulations, per the approval letter issued to this development order, and their compliance status (see instructions).

With the approval of the listed minor changes, I certify that the development is in substantial compliance with the approved Development Order.

Executed by the above development's Engineer on _____ by:
(Date)

SEAL

Signature of Engineer of Record

Printed Name of Engineer of Record

Florida P.E. Number

Address

E-Mail

Phone Number



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INSTRUCTIONS

- 1) Letter of Substantial Compliance must be filled out completely, signed and sealed by development's Engineer of Record.
- 2) A request for final inspection must accompany the letter of substantial compliance.
- 3) Changes:
 - a) If the as-built construction contains minor changes from the approved development order plans **that are so inconsequential that, on the basis of accepted engineering practices, it is not significant enough to be shown on the development site plans**, an application for a Minor Change (see LDC Section [10-120](#)) is not required.
 - b) If the as-built construction contains minor changes from the approved development order plans **that do not substantially effect the technical requirements of the LDC or require a review by two or less of the following review disciplines, zoning, transportation, drainage, fire, utilities and landscaping**, an application for a Minor Changes (see LDC Section [10-120](#)) **is required**.
 - c) If the as-built construction contains changes from the approved development order plans that effect the technical requirements of the LDC or which exceed the limitations of LDC Section [10-120](#) for minor changes, an application for an Amendment (See LDC Section [10-118](#)) must be submitted and approved prior to submission of a Letter of Substantial Compliance by the Engineer.
- 4) All stipulations which were attached to the Development Order and were required to be satisfied prior to issuance of the Certificate of Compliance must be listed and the status of the stipulation identified. If the stipulation has not been satisfied, provide documentation that the stipulation has been adequately addressed or in the alternative, that compliance with a certain (stipulation(s)) is not required in connection with the specific Certificate of Compliance request.