

# FLORIDA HOUSE OF REPRESENTATIVES

## BILL ANALYSIS

*This bill analysis was prepared by nonpartisan committee staff and does not constitute an official statement of legislative intent.*

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

**TITLE:** Platting

**SPONSOR(S):** Holcomb

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

**LINKED BILLS:** None

**RELATED BILLS:** None

### Committee References

[Housing, Agriculture & Tourism](#)

16 Y, 0 N, As CS



[Intergovernmental Affairs](#)

16 Y, 0 N, As CS



[Commerce](#)

## SUMMARY

### Effect of the Bill:

The bill requires counties and municipalities to review and approve preliminary plat or replat submissions administratively, conduct a review for compliance with recording requirements with 15 days of receipt, and make a final determination within 30 business days.

The bill requires the local governing body responsible for reviewing and approving a plat to issue street and mailing addresses, along with individual parcel identification numbers, within 20 business days after a final plat has been recorded. If the local governing body fails to issue addresses or parcel identification numbers within the required timeframe, the local governing body must reduce the addressing fee by 10 percent for each business day it has failed to issue the information.

### Fiscal or Economic Impact:

The bill may have an indeterminate negative fiscal impact on local governments to the extent those governments must issue refunds for addressing fees. The bill may have a positive fiscal impact on plat applicants to the extent those applicants may receive refunds and may benefit from faster approval of preliminary plats.

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## ANALYSIS

### EFFECT OF THE BILL:

The bill requires a county or municipality to review and approve [plat](#) or replat submissions administratively. The designee of the local government must review the submission for compliance with recording requirements within 15 days of receipt. If the review determines the submission is not in compliance, he or she must provide written comments to the applicant within the 15-day period. The submittal must ultimately be approved, approved with conditions, or denied within 30 working days, unless the applicant requests an extension in writing and the governing body of the local government approves. The bill prohibits a local government from requesting or requiring an applicant to file for an extension of time. (Section [1](#)).

The bill requires a local governing body responsible for reviewing and approving a plat to issue the street and mailing address, along with the individual parcel identification number within 20 business days after a final plat is recorded by the circuit court clerk or other recording officer. The bill imposes a penalty on a local governing body that fails to comply with the 20 business day deadline by requiring the local governing body to reduce the [addressing](#) fee 10 percent for each business day the local government fails to issue the street address, mailing address, and parcel identification number. (Section [2](#)).

The effective date of the bill is July 1, 2025. (Section [3](#)).

**STORAGE NAME:** h0381c.IAS

**DATE:** 4/1/2025

## FISCAL OR ECONOMIC IMPACT:

### LOCAL GOVERNMENT:

The bill may have an indeterminate negative fiscal impact on local governments to the extent those governments must issue refunds for addressing fees.

### PRIVATE SECTOR:

The bill may have a positive fiscal impact on plat applicants to the extent those applicants may receive refunds and may benefit from faster approval of preliminary plats.

## 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.<sup>1</sup> 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.<sup>2</sup>

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

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.<sup>5</sup>

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 the governing bodies having said jurisdiction agree that one plat is mutually acceptable.<sup>6</sup>

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

- 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.

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<sup>1</sup> S. [177.031\(14\), F.S.](#)

<sup>2</sup> S. [177.091, F.S.](#); LakelandLaw.com, [The Basics of Platting Property](#), (May 28, 2020), (last visited Feb. 19, 2025).

<sup>3</sup> S. [177.011, F.S.](#)

<sup>4</sup> S. [177.081\(1\), F.S.](#)

<sup>5</sup> S. [177.071\(1\), F.S.](#)

<sup>6</sup> *Id.*

- 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.
- That all platted utility easements 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.<sup>7</sup>

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

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.<sup>10</sup>
- 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.<sup>11</sup>

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

### **Address Assignment**

While the procedures for obtaining an address differ between local governments, they typically require the submission of an application form, a survey map, proof of ownership, and compliance with local zoning regulations.<sup>13</sup> Similarly, the timeframes and fees for obtaining an address vary depending on the jurisdiction. For instance:

- Leon County takes 45 days to issue a new address and street name, with a fee of \$156.00.<sup>14</sup>
- Bay County takes five to seven business days, with a fee of \$55.00.<sup>15</sup>
- Orange County, for a single-family residence, takes three business days, with a fee of \$20.00.<sup>16</sup>

<sup>7</sup> S. [177.091, F.S.](#)

<sup>8</sup> See e.g., [City of Zephyrhills Code of Ordinances Art. XI, Part 11.03.00, s. 11.03.02.01.](#)

<sup>9</sup> [City of Jacksonville Code of Ordinances s. 654-109](#), [Village of Royal Palm Beach Code of Ordinances s. 22-22](#), [City of Tallahassee Code of Ordinances s. 9-92.](#)

<sup>10</sup> City of Orlando, [Fees—Commercial Development](#) (last visited Feb. 25, 2025).

<sup>11</sup> [Madison County Resolution No. 2016-09-14-A.](#)

<sup>12</sup> [S. 177.073\(1\)\(b\), F.S.](#)

<sup>13</sup> Land Buyers, [How to Get an Address for Land in Florida: A Detailed Guide](#) (last visited Feb. 21, 2025).

<sup>14</sup> Leon County, [Leon County AP&P Operating Guidelines](#) (last visited Feb. 21, 2025).

<sup>15</sup> Bay County, [Address Numbering](#) (last visited Feb. 21, 2025).

<sup>16</sup> Orange County, [Address Assignment](#) (last visited Feb. 28, 2025).

## BILL HISTORY

COMMITTEE REFERENCE	ACTION	DATE	STAFF DIRECTOR/ POLICY CHIEF	ANALYSIS PREPARED BY
<a href="#">Housing, Agriculture &amp; Tourism Subcommittee</a>	16 Y, 0 N, As CS	3/18/2025	Curtin	Rodriguez
THE CHANGES ADOPTED BY THE COMMITTEE:	<ul style="list-style-type: none"> <li>Established a 20-business-day deadline, rather than a two-week deadline, for local governments to issue a certain information.</li> <li>Replaced “building permit fee” with “addressing fee.”</li> </ul>			
<a href="#">Intergovernmental Affairs Subcommittee</a>	16 Y, 0 N, As CS	4/1/2025	Darden	Burgess
THE CHANGES ADOPTED BY THE COMMITTEE:	<ul style="list-style-type: none"> <li>Required counties and municipalities to review and approve preliminary plat or replat submissions administratively and provided timelines for approval.</li> </ul>			
<a href="#">Commerce Committee</a>				

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**THIS BILL ANALYSIS HAS BEEN UPDATED TO INCORPORATE ALL OF THE CHANGES DESCRIBED ABOVE.**  
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