



**THE CITY OF PALM COAST
160 LAKE AVENUE
PALM COAST, FL 32164**

APPLICATION CHECKLIST

Final Plat*

1. Application completed
2. Subdivision Final Plat submittal checklist
3. Authorization Letter properly signed and notarized
4. Corporate Identity form properly signed and notarized
5. Flagler County Taxes (Certification that taxes have been paid)
6. Title Opinion – Current (within six months)
7. Boundary Survey – Current (within one year) signed and sealed
8. Plat of Proposed Subdivision (see submittal checklist and plat submittal tips for requirements)
9. Closure Report (Surveyor Report)
10. HOA/POA Documents