NOTE: Costs incurred by the City’s outside engineering consultants, other constants, legal counsel, etc., will be billed directly to the applicant. All consultant fees shall be paid prior issuance of any permits.
What is a Subdivision or Replat?
A subdivision is the division of a parcel of land, creating two or more lots or parcels for the purpose, whether immediate or future, of sale, rent, or of building development, and any plan that includes the creation of one or more streets, public easements or other rights-of-way, whether public or private, for access to or from any such lot or parcel.

The purpose of a subdivision plat is to ensure the following:

- Establish standards of subdivision design that will encourage the development of sound and stable areas within the city limits.
- Installation of prescribed improvements by the land developer that should not become a cost to the taxpayers of already existing areas.
- Adequate and efficient supply of utilities, streets and services to new land developments.
- Prevention of traffic hazards and congestion.
- Safety from fire, panic and other dangers.
- Protection from flood hazards.
- Protection of natural and scenic resources of the city.

In some cases, for existing platted lots, there are opportunities for a Minor Subdivision with existing utilities and roadway (see Land Development Code for eligibility to process as a Minor Subdivision).

Submittal Procedure
Anyone wishing to apply for subdivision or replat approval is encouraged to confer with the City of Mount Dora staff to determine the most current procedures, submittals, standards, deadlines, and fees. A pre-application conference may be scheduled by calling (352) 735-7112.

There is a three-step process for the approval of a subdivision or replat. This process is intended to allow full and adequate review by the City in order to ensure and protect the public interest. This three-step process shall be (1) development plan, (2) preliminary plat, and (3) final plat. Steps may be combined, but at the applicant’s own risk.

All submittals must be made to the Planning and Development Department in order to be scheduled for the next available Development Review Committee (DRC) meeting. The DRC is comprised of representatives from various City departments who provide their respective discipline’s input.

The application submittal shall be reviewed by the DRC. Recommendations are forwarded to the Planning and Zoning Commission (PZC). This meeting is a public meeting. Applicants, owners, or representatives are asked to attend the DRC meeting to discuss pertinent issues involving the subdivision request.

Approvals
Based on the information generated and the recommendation of the DRC, the PZC shall recommend either approval, disapproval, or approval subject to stated conditions.

The City Council shall approve, disapprove, or approve subject to stated conditions based on Planning and Zoning recommendation.

Recording of Final Plat
The Mylar, or equivalent material copy, of the approved final plat will be retained by the City of Mount Dora for the purposes of recording with the Clerk of the Circuit Court of Lake County after approval by the Mayor and PZC.