

**DEVELOPMENT ORDER (DO)  
MINIMUM SUBMITTAL REQUIREMENTS CHECKLIST  
ORANGE COUNTY, FLORIDA  
PLANNING DIVISION  
DRC OFFICE**

*Please verify by initialing next to the following items. If not applicable to your project, please write N/A.*

|  |   |  |
|--|---|--|
|  | <b>PROJECT NAME:</b>                      | Should match the associated PD Land Use Plan   |
|  | <b>ASSOCIATED CASE #</b>                  | Provide the associated case #  |
|  | <b>PARCEL ID #(s)</b>                     | Provide all the Parcel ID number(s)  |
|  | <b>AGREEMENT</b>                          | Submit a word & pdf version  |
|  | <b>TRG / DRC APPLICATION</b>              | A full completed application with appropriate signature(s) and property owner email address.   |
|  | <b>AGENT AUTHORIZATION FORM (AAF)</b>     | Provide a signed and notarized Agent Authorization Form granting the designated agent authority to act on behalf of the property owner.  |
|  | <b>RELATIONSHIP DISCLOSURE FORM (RDF)</b> | Submit a completed Relationship Disclosure Form disclosing any direct or indirect business, professional, or family relationships with County staff or elected officials, as required. |
|  | <b>SPECIFIC EXPENDITURE REPORT (SER)</b>  | Provide a completed Specific Expenditure Report identifying all individuals and entities compensated to influence the decision-making process for the application.                     |
|  | <b>SB 1080 APPLICATION WAIVER</b>         | Submit a signed SB 1080 Waiver form if the applicant seeks to waive statutory timeframes associated with application review.   |
|  | <b>FEE:</b>                               | Submit payment of the required application fee, as applicable.   |

I, \_\_\_\_\_, (Applicant's Printed Name) understand and acknowledge the above submittal requirements (as applicable) of this Development Order application and the potential delay to my project if I do not provide all applicable information as outlined in the above checklist.

|                    |           |      |
|--------------------|-----------|------|
| Typed/Printed Name | Signature | Date |
|--------------------|-----------|------|

Corporate Title (if applicable)