



# LETTER OF SUBSTANTIAL COMPLIANCE ENGINEER

TO: Lee County Development Services

RE: Project Name: \_\_\_\_\_  
DOS #: \_\_\_\_\_  
Building Permit # (if applicable): \_\_\_\_\_

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

An on-site inspection was performed by me (or my authorized representative) on \_\_\_\_\_

- 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 PE Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

## INSTRUCTIONS

- A. The Letter of Substantial Compliance must be filled out completely, signed and sealed by development's Engineer of Record.
- B. A request for final inspection must accompany the Letter of Substantial Compliance.
- C. Changes:
  - 1. 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.
  - 2. 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 Change (see LDC Section 10-120) **is required**.
  - 3. If the as-built construction contains changes from the approved development order plans that affect 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.
- D. 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.

**NOTE: Certificate of Compliance letters can be downloaded at <http://leegov.com/dcd/DS/drsearch> generally in 1-2 business days after the inspection request is received**