



**CITY OF MIAMI GARDENS
PUBLIC WORKS DEPARTMENT
REQUIREMENTS WHEN SUBMITTING A BOND FOR
SUBDIVISION IMPROVEMENTS**

1. ESTIMATE OF IMPROVEMENTS APPROVED BY THE PUBLIC WORKS DIRECTOR, (305) 622-8004

2. AGREEMENT FOR CONSTRUCTION AND MAINTENANCE OF SUBDIVISION IMPROVEMENTS FULLY EXECUTED BY LAND OWNER AS PER OPINION OF TITLE

3. COLLATERAL (LETTER OF CREDIT, CASHIER'S CHECK ACCOMPANIED BY A W-9 FORM, CERTIFICATE OF DEPOSIT AND/OR SAVINGS PASS BOOK)

4. OPINION OF TITLE (FOR LIMITED LIABILITY COMPANY, LIMITED PARTNERSHIP OR JOINT VENTURE MUST INDICATE WHO CAN EXECUTE THE AGREEMENT ON BEHALF OF ENTITY)

5. COPY OF FINAL PLAT AS REQUIRED ON THE AGREEMENT FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS

6. APPLICABLE FEES

PLEASE NOTE

ANY CHANGES OF THE PLAT NAME AND/OR OWNERSHIP CHANGE WILL ADVERSELY IMPACT THE INITIAL APPROVAL OF THE BOND, POTENTIALLY CAUSING THE PLAT TO MISS A PROJECTED ZONING MEETING. CHANGES AFTER THE ZONING BOARD HAS APPROVED THE PLAT WILL REQUIRE RE-EXECUTION OF THE ORIGINAL BOND DOCUMENTS, THEREBY, DELAYING THE RECORDATION OF SAID PLAT IN THE PUBLIC RECORDS OF MIAMI-DADE COUNTY.

PLEASE REFER TO THE "ZONING AGENDA DEADLINES" FOR **SUBMITTAL AND APPROVAL REQUIREMENTS.**