



City of Wildwood, Florida  
 Development Services Department  
 100 N. Main St., Wildwood, FL 34785  
 Tel: 352.330.1334 Fax: 352.330.1338  
[www.wildwood-fl.gov](http://www.wildwood-fl.gov)

## Final Plat Mylar and Recording Process

### Recording of Final Plats

Following approval of the Final Plat, you will be required to submit a Mylar for recording by the Clerk of Court. The following checklist is a procedure for final mylar submittal.

- Upon completion of final plat review, Mylar shall be submitted to the City.
- City Commission takes final action to approve or deny. Pending approval, Commission will sign the Mylar.  
 Note: All signatures and seals in **black**. Please ensure that seals are legible for scanning. Mylar should not have any shadowing of words or lines from one page to the other. Proper size under Sumter County code and Florida Statutes §177.09(1a) is 24" x 30", with straight edges.
- Mylar will be signed by remaining parties (3 to 4 days after Commission)
- Clerk of Court will record the final plat.
- Client will request five approved (5) copies from Clerk of Court for Development Services Department to distribute to Utilities Department, City Engineer, and Public Works.

Note: The recording fee is \$30.00 for the first page and \$15.00 for each additional page. A fee of \$5.00 per page will be charged for copies of the plan that are made for the owner, the Clerk, and the City of Wildwood's copies. A fee of \$1.00 per page will be charged for copies that are made for the County Commissioners. A \$5.00 miscellaneous fee will be charged to distribute these copies to the proper office.

The Developer / Contact Representative shall include on plans and on separate documentation the statement of all areas of utilities, roads, easements, and retention areas which will be privately maintained and/or the specific ones that are requested to be owned or maintained by the City.