

CITY OF SANIBEL
Planning Department
BUILDBACK REGISTRATION

PART IV. ATTACHMENTS CHECKLIST (List of Items in Buildback File):

The following attachments are requested as part of this buildback registration. For a further explanation, refer to the attached page entitled "Buildback Registration".

- _____ MOST RECENT ELEVATION CERTIFICATE
- _____ SURVEY SHOWING IMPROVEMENTS
- _____ LOCATION MAP
- _____ SITE DEVELOPMENT PLAN
- _____ VERIFICATION OF EXISTING DRAINAGE IMPROVEMENTS
- _____ FLOOR PLANS FOR EACH BUILDING (for each unit in the building)
- _____ TYPICAL WALL SECTION
- _____ BUILDING ELEVATIONS FOR EACH BUILDING
(Front, Back, and Sides – Show Height & Setbacks)
- _____ FLOODPROOFING
(For Construction in the V-Zone ONLY)
- _____ OTHER MATERIAL (Describe Below)

***** **CERTIFICATION** *****

I hereby certify that the information contained in this application and the attachments hereto are true and correct to the best of my knowledge and belief. Furthermore, I acknowledge that the City has the right to inspect the subject property in conjunction with this development permit application. (Please advise the City of any restrictions or limitations on the inspections.)

SIGNATURE OF OWNER / OWNER'S AUTHORIZED REPRESENTATIVE **DATE**

Note to Owner/Applicant: The proposed development may be subject to private deed restrictions or covenants. It is the applicant's responsibility to verify with the appropriate property owners association whether the proposed development complies with the applicable deed restrictions or covenants. **The City does not enforce deed restrictions or act as an arbitrator between the applicant and association.**

CITY OF SANIBEL
Planning Department
BUILDBACK REGISTRATION

Any person may file with the City manager documentation, including, but not limited to, an as-built survey showing all improvements located on the site, base flood elevation, dimensions, which include height, a floor plan showing interior walls, identifying the use of all rooms, and showing all window and door openings and points of ingress and egress, interior elevations with ceiling heights, calculations of living area, developed area, and area covered with impermeable surfaces, number of parking spaces, and any other information that may be relevant to buildback including date or dates of construction. The City Manager may accept a plot plan or a floor plan, accompanied by photographs, or any other documentation provided and certified by the owner, and may accept elevation certificates certified by a person authorized by law to certify such certificates, in lieu of requiring such information to be upon the as-built survey. Such documentation shall constitute prima facie evidence of the condition of the parcel and structures upon it, as of the date of filing. Such filing shall not constitute prima facie evidence of the lawfulness of such use or structure has been filed and such determination has been made.

In the event that buildback registration has not been filed with the City prior to substantial damage to a building, the City manager will use the best information available to determine the pre-disaster height of the substantially damaged building, including the pre-disaster ceiling height of the building. Without buildback registration or other evidence deemed to be competent by the City Manager, the determination of pre-disaster building height will assume ceiling heights of eight (8) feet.

Owners of nonconforming structures or structures devoted to a nonconforming use should be encouraged to file their buildback information with the City including a verification of existing ceiling heights. If there's no information, or insufficient plans filed with the City for buildback purposes, then a property owner may have to provide certified documentation of pre-disaster conditions prior to issuance of a permit for reconstruction.