

ZONE BOUNDARY DETERMINATION
(WITH APPLICATION INFORMATION)

PART IV. ATTACHMENTS CHECKLIST

The information and attachments requested as part of this application are the minimum necessary to determine compliance with the requirements of The Sanibel Plan and the Land Development Code (LDC). The City may require additional information, at any time during the application process, to determine compliance with the requirements of the Sanibel Plan and the LDC. Provide three copies of all surveys and plans. For a complete explanation of each item, refer to the Planning Department handout entitled "Instructions for Permits and Other Applications of the Sanibel Land Development Code".

- _____ DESCRIPTION OF HOW THIS APPLICATION COMPLIES WITH VEGETATION, WILDLIFE, AND TOPOGRAPHICAL CRITERIA FOR THE ECOLOGICAL ZONE AS DESCRIBE IN THE SANIBEL PLAN (See Section 3.2.2.)
 - _____ TOPOGRAPHICAL SURVEY (Including Existing and Proposed Zone Boundary Lines)
 - _____ WILDLIFE HABITAT IDENTIFICATION
 - _____ VEGETATION INVENTORY
 - _____ SITE PREPARATION FOR FIELD INSPECTION
 - _____ DEED (Copy) or Lee County Owner of Record or Contract for Purchase
 - _____ OWNER'S AUTHORIZATION (Certified Form Available in City Planning Department)
 - _____ OTHER AGENCY PERMITS (Certified Statement RE: Required Permits and Copy of Applications/Permits)
 - _____ VERIFICATION OF PERMITTED RESIDENTIAL DENSITY (**For Development on Vacant Parcels Only**)
 - _____ LOCATION MAP
 - _____ OTHER INFORMATION REQUIRED FOR COMPLIANCE WITH THE LAND DEVELOPMENT CODE:
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PART V. PUBLIC HEARING NOTIFICATION REQUIREMENT

_____ Provide name and address labels for all property owners within a radius of 300 feet of the extreme limits of the parcel proposed for development (to be obtained from Lee County Geographic Information System Department). Refer to the "Adjacent Property Owners" section of the "Instructions for Permits and Other Applications of the Sanibel Land Development Code" for complete details on obtaining this information.

* * * * * **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 the association.**

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INSTRUCTIONS FOR PERMITS AND OTHER APPLICATIONS OF THE SANIBEL LAND DEVELOPMENT CODE
FOR ZONE BOUNDARY DETERMINATION

_____ **DESCRIPTION OF HOW THIS APPLICATION COMPLIES WITH VEGETATION, WILDLIFE, AND TOPOGRAPHICAL CRITERIA FOR THE ECOLOGICAL ZONE AS DESCRIBED IN THE SANIBEL PLAN** Provide a technical report which discusses the subject property as it relates to Sanibel Plan criteria used in determining ecological zones (Section 3.2.2. Conservation Goals, Objectives, and Policies). The report should specifically address how the native vegetation, wildlife habitat, and topography of the subject parcel qualify under the Sanibel Plan ecological zone descriptions.

_____ **TOPOGRAPHICAL SURVEY** An up-to-date (meaning accurately reflecting present conditions), certified survey of the subject parcel bearing the signature and raised seal of a Florida registered land surveyor or professional engineer. If the land borders or contains an open body of water, the survey must be dated within six (6) months prior to the date the application is filed. The survey must indicate or comply with the following:

- a. Depict the existing zone boundary as per the City's adopted ecological zones map.
- b. Depict the proposed zone boundary as requested.
- c. Provide ground elevations sufficient in number to accurately depict site contours, referenced to NGVD of 1929. Both on and off site ground elevations must be depicted, as necessary, so that the relationship of the zone delineation to surrounding properties can be determined.
- d. Scale must be 1" = 20'
- e. Property lines, bearings, and dimensions
- f. Area of parcel in square feet
- g. Coast Construction Line (if applicable)
- h. Legal description of the property
- i. North arrow, which shall have the same orientation on each page
- j. Abutting streets, indicating width of right-of-way, edge and width of pavement or traveled way, and whether public or private
- k. Existing structures
- l. Location of the percolation test and soil log (if applicable)
- m. Easements, with use and dimensions noted, and whether public or private
- n. Location and description of on-site well (if applicable), and whether active or inactive, public or private, and used for potable water, irrigation, or other purpose
- o. If the parcel contains open bodies of water, roads, rights-of-way, or easements, the area (in square feet) of each, indicated separately. The surface area of an open body of water shall be calculated to the contour of the average elevation of the groundwater of the water table aquifer. The edge of an open body of water shall be represented by the mean high water line.
- p. Survey purporting to establish the local tidal datums or determination of the location of mean-high or mean-low water line shall provide certification by Florida registered land surveyor or professional engineer that such document was prepared in compliance with Florida Statutes, Chapter 177, Part II
- q. Information on or accompanying the survey identifying the existing uses of all land and buildings shown thereon and indicating any structures to be removed
- r. The delineation of all local drainage areas, open bodies of water, drainage ways, and any other area in which the seasonal high water table is at or above the ground surface

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_____ **WILDLIFE HABITAT IDENTIFICATION** Identification and location of wildlife habitats of gopher tortoises, eastern indigo snakes, eagles, ospreys, loggerhead turtles, alligators, pileated woodpeckers, river otters, or other indigenous wildlife as identified in the Sanibel Plan Section 3.2.2. Conservation Goals, Objectives, and Policies

_____ **VEGETATION INVENTORY** Provide three (3) copies of a vegetation inventory which locates and identifies all native vegetation on the property. (Refer to the "Native Plants" list adopted by City Council Resolution No. 93-07, which is available in the Sanibel Planning Department) At a minimum, the vegetation inventory must include all plants which are two (2) inches or greater in diameter at any point more than two (2) feet above ground level, or six (6) feet or more in height, all native shrub-like plants that are more than two(2) feet in height, and any threatened or endangered species listed by the Florida Game and Freshwater Fish Commission.

_____ **SITE PREPARATION FOR FIELD INSPECTION** Prepare the site for a field inspection as follows:

- a. Conspicuous wooden stakes are to be placed at each property corner. Each stake is to be "flagged" with surveyor's tape or with brightly colored paint. Each stake is to be marked to identify the parcel and what point the stake represents.
- b. Conspicuous wooden stakes are to be placed at 10 FT intervals along the existing zone boundary line. These stakes are to be marked to identify the boundary represented and are to be connected by surveyor's tape so that the line can be clearly followed in the field.
- c. Conspicuous wooden stakes are to be placed at 10 FT intervals along the proposed zone boundary. These stakes are to be marked to identify the boundary represented and are to be connected by surveyor's tape so that the line can be clearly followed in the field.

_____ **DEED** A copy of the owner's deed to the property included within this application as recorded in public records, and if the applicant is not the owner of record, a certified authorization from all owners of record to the applicant to apply for permits on behalf of the owner(s).

_____ **OWNER'S AUTHORIZATION** If someone other than the applicant will represent the applicant in connection with the permitting process, a certification, a certified statement which authorizes that person to represent the owner and to bind the owner.

_____ **OTHER AGENCY PERMITS** A certified statement by the applicant setting forth all other permits that are required by any other governmental agencies in connection with the proposed development. If no other permits are required, the statement shall clearly indicate none are required. If any other such permits are required, the applicant shall submit, along with this application, a copy of the application submitted, or to be submitted, for each other required permit or, if available, a copy of the permit received.

_____ **LOCATION MAP** A location plan indicating the relation of the development site to streets and well-known landmarks, existing zoning district(s) of the development site, and zoning districts within 200 FT of the development site.

ZONE BOUNDARY DETERMINATION

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ZONE BOUNDARY DETERMINATION AUTHORIZATION

The planning commission shall determine the exact location of a zone line where the same is the subject of dispute. If the planning commission determines the actual location of a zone line where the same is at variance with the zone line as depicted on an adopted map, the planning commission shall recommend to the city council that such adopted map be amended to reflect the exact location of said zone line as determined by the planning commission. The city council shall then determine whether it shall accept or reject findings made by the planning commission and its recommendation for an amendment of the adopted map. In the event of favorable action on the part of the city council, the city manager shall clearly indicate on the adopted map the findings and decision of the city council.

ZONE BOUNDARY DETERMINATION STANDARDS

The planning commission shall decide the exact location of a zone boundary where such location is in dispute, only after it has reviewed the following:

- a. Any standards specified in the Sanibel Plan for the determination and location of the boundary;
- b. The report of the city planning department as to the basis upon which it determined the location of the zone boundary;

AND

- c. The basis upon which the applicant contends that the zone boundary is in a different location.

APPLICATION AND HEARING

An application for determination of zone boundary shall be made on the form provided by the city. The planning commission hearing on such application shall be conducted as for the consideration of an application for long-form development permit pursuant to Sections 82-97, 82-422, and 82-423.

DECISION BY PLANNING COMMISSION

The planning commission, immediately or within sixty (60) days after closing the hearing, shall, by resolution, take action on the application. A copy of the resolution shall be forwarded to the owner and the applicant within ten (10) days following adoption of the resolution.