



APPLICATION FOR ADMINISTRATIVE PARKING VARIANCE IN THE VILLAGE OF ESTERO [LDC 34-2020]

Project Name: _____

Request: _____

1. Name of Applicant: _____
Company Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____ E-mail: _____

2. Relationship of Applicant to owner (check one) and provide Affidavit of Authorization form:
[] Applicant is the sole owner of the property. [34-201; 34-204]
[] Applicant has been authorized by the owner(s) to represent them for this action. [34-202; 34-204]

3. Authorized Agent: (If different than applicant) Name of the person who is to receive all Village of Estero-initiated correspondence regarding this application. [34-202; 34-204]
a. Company Name: _____
Contact Person: _____
Address: _____
City, State, Zip: _____
Phone Number: _____ E-mail: _____

b. Additional Agent(s): Provide the names of other agents that the County may contact concerning this application. [34-202; 34-204]

4. Property owner(s): If multiple owners (corporation, partnership, trust, association), provide a list with owner interest. [34-201; 34-204]
Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____ E-mail: _____

5. Disclosure of Interest [34-201; 34-204]:
[] Attach Disclosure of Interest Form. [34-201; 34-204]

6. STRAP Number(s) [34-204]: _____

7. Street Address of Property: _____

THE VILLAGE OF ESTERO DEPARTMENT OF COMMUNITY DEVELOPMENT
9401 Corkscrew Palms Circle • Estero, FL 33928
PHONE (239) 221-5036

8. **Legal Description (must submit one):**
 Legal description (metes and bounds) and sealed sketch of the legal description. **[34-204]**
OR
 Legal description (NO metes and bounds) if the property is located within a subdivision platted per F.S. Chapter 177, and is recorded in the Official Records of Lee County under Instruments or Plat Books. **[34-204]**
9. **Use(s) of Property [34-204]:**
a. Current uses of property are:

- b. Intended uses of property are:

10. **Comprehensive Plan (Future Land Use) Designation [34-204]:**

11. **Current Zoning of Property [34-204]:**

12. **Property Dimensions [34-204]:**
a. Width (average if irregular parcel): _____ Feet
b. Depth (average if irregular parcel): _____ Feet
c. Total area: _____ Acres or square feet
13. **Parking Data and Information:** Submit a list of all the uses the parking supports, the total floor area for each use, the number of parking spaces required, and the number of parking spaces proposed. **[34-2020]**
14. **Site Plan:** Submit a site plan drawn to scale in 24"x36" and 11'x17" size (label as **Site Plan**) showing the following: **[34-2020]**
a. The property in question, including all buildings on the property and the adjacent property. **[34-2020]**
b. Entrances to and exits from the building(s) to be used by the public. **[34-2020]**
c. Show the details and location of all facilities proposed to be provided as part of the proposed parking reduction (e.g. transit stop, boat slips on the same premises, bicycle and pedestrian facilities, golf cart amenities, public parking garages and commercial parking lots). **[34-2020]**
15. **Parking Plan:** Submit a parking plan drawn to scale in 24"x36" and 11"x17" size consistent with the requirements of LDC Section 34-2014. **[34-2020; 34-2014]**
16. **Peak Parking Demands:** Provide the peak parking demands for each use demonstrating that no part of a parking lot intended to satisfy required parking for a use is used to offset the parking requirements for another use unless the peak parking demands occur at different times. **[34-2020]**
17. **Parking Demand Study:** When reduced parking is requested pursuant to LDC Section 34-2020(c)(6), a parking demand study must be provided. **[34-2020]**
Note: A methodology meeting with Staff to discuss the parameters of the parking demand study is recommended prior to the collection of any data. [34-2020(c)]
18. **Public Meeting Requirements:** Provide a meeting summary document of the required public informational session. **[34-202(a)(10); 33-54(a) & (b)]**

SUBMITTAL REQUIREMENT CHECKLIST

Clearly label your attachments as noted in bold below.

<input type="checkbox"/>	Completed application [34-204]
<input type="checkbox"/>	Filing Fee [34-204]
<input type="checkbox"/>	Affidavit of Authorization Form [34-204; 34-202]
<input type="checkbox"/>	Additional Agents [34-204; 34-202]
<input type="checkbox"/>	Multiple Owners List (if applicable) [34-201; 34-204]
<input type="checkbox"/>	Disclosure of Interest Form [34-204; 34-201]
<input type="checkbox"/>	Legal description (must submit one) [34-202, 34-204]
<input type="checkbox"/>	Legal description (metes and bounds) and sealed sketch of legal description
	OR
<input type="checkbox"/>	Legal description (NO metes and bounds) if the property is located within a subdivision platted per F.S. Chapter 177, and is recorded in the Official Records of Lee County under Instruments or Plat Books. (Click here to see an example of a legal description with no metes and bounds.)
<input type="checkbox"/>	Parking Data and Information [34-204; 34-2020]
<input type="checkbox"/>	Site Plan (24"x36" and 11"x17" size) [34-204; 34-2020]
<input type="checkbox"/>	Parking Plan (24"x36" and 11"x17" size) [34-204; 34-2020]
<input type="checkbox"/>	Peak Parking Demands [34-205; 34-2020]
<input type="checkbox"/>	Parking Demand Study (if applicable) [34-204; 34-2020]
<input type="checkbox"/>	Public Meeting Summary [34-202(a)(10); 33-54(a) & (b)]

Note: Please provide three (3) COLLATED paper copies and one (1) electronic copy of all submittal information.

All information submitted with the application becomes a part of the public record and will be a permanent part of the file. Community Development Department staff will review this application for compliance with requirements of the Village of Estero Land Development Code. The applicant will be notified of any deficiencies. Acceptance of an application in no way guarantees its approval. The Planning and Zoning Board's decision on an administrative application for a parking variance is final and cannot be appealed.

If it is determined that inaccurate or misleading information was provided to the Village or if the decision does not comply with the Land Development Code when rendered, then, at any time, the Village may issue a modified decision that complies with the Code or revoke the decision. If the approval is revoked, the applicant may acquire the necessary approvals by filing an application for public hearing in accordance with Chapter 34.