DEPARTMENT OF DEVELOPMENT SERVICES
CITY PLANNING DIVISION

For Internal Use Only

Case_____

Date_____

Tel. (239) 574-0553
Fax (239) 574-0591
P.O. Box 150027
Cape Coral, FL 33915-0027

TEMPORARY SEAWALL STAGING AREAS PERMIT APPLICATION

TEMPORARY SEAWALL STAGING AREA REQUIREMENTS

1. ☐ **Application Fee $55.00. In addition to the application fee, all required permit fees and mailing costs are to be paid by the applicant, prior to issuance of permit (ORD 39-03, Sec. 5.4)**
2. ☐ **Mailing notice to surrounding property owners is required, for any individual seawall staging area expected to be used for a period exceeding nine months**
3. ☐ **Letter of intent stating the following:**
   - Actual Request;
   - Length of time the site is to be used for staging, including post-staging cleanup (Permitted time limit up to two years); and
   - Name, address and contact information of the person(s) or company responsible for staging and clean up area activities.
4. ☐ **Property owner authorization (Authorization Form attached will suffice)**
5. ☐ **Application, Acknowledgement Form, Authorization to Represent Owner**
   - All forms must be filled out completely and legible
   - All forms must be signed by the property owner(s) and must be notarized
   - If the owner does not own the property in his/her personal name (e.g., LLC, trust, etc.), the owner must sign all applicable forms in his or her corporate capacity
   - If the authorized representative is an attorney, the application and the Acknowledgement Form may be signed by the attorney and an Authorization to Represent Property Owner Form is not required
6. ☐ **A scaled drawing of the site showing the location of all material to be stored or staged for construction to include:**
   - Location and dimensions of driveways;
   - Location of dumpster for the collection of rubble or debris;
   - Location and dimensions of the proposed temporary seawall staging area; and
   - Site layout showing dimensions, boundary lines, north directional arrow and complete legal description of the property
7. ☐ **Please refer to Section 5.9.13 Temporary Seawall Staging Areas (page 6) for any additional requirements.**

NOTICE TO APPLICANT

NO LAND CLEARING, REMOVAL OF VEGETATION, OR FILL SHALL OCCUR TO ACCOMMODATE THE STAGING AREA. All activities at the staging area shall occur between 7:00 a.m. to 7:00 p.m. Monday through Saturday **ONLY**. No work shall occur on New Years Day, July 4th, Thanksgiving, or Christmas Day. No structures other than a permitted construction trailer may be placed on the property. No outdoor lighting is permitted for any staging area in a residential zoning district. Any violation of the provisions of this subjection shall be subject to a $500.00 fine. Each day of violation shall constitute a separate offense and fines.

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PROPERTY INFORMATION

Business Name (if applicable): _____

Location/ddress_____

Strap Number_____ Unit____ Block _____Lot(s)_____

Plat Book_____ Page_____ Future Land Use_____ Current Zoning _____

PROPERTY OWNER (S) INFORMATION

Owner_____ Address_____

Phone_____ City_____

Email_____ State _____Zip_____

Owner_____ Address_____

Phone_____ City_____

Email_____ State _____Zip_____

APPLICANT INFORMATION (If different from owner)

Applicant _____ Address_____

Phone_____ City_____

Email_____ State _____Zip_____

AUTHORIZED REPRESENTATIVE INFORMATION (If Applicable)

Representative_____ Address_____

Phone_____ City_____

Email_____ State _____Zip_____

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If the owner does not own the property in his/her personal name, the owner must sign all applicable forms in his/her corporate capacity.

(ALL SIGNATURE MUST BE NOTARIZED)

The owner of this property, or the applicant agrees to conform to all applicable laws of the City of Cape Coral and to all applicable Federal, State, and County laws and certifies that all information supplied is correct to the best of their knowledge.

_____
CORPORATION/COMPANY NAME (IF APPLICABLE)

_____ _____
OWNER'S NAME (TYPE OR PRINT) OWNER'S SIGNATURE

_____ _____
OWNER'S NAME (TYPE OR PRINT) OWNER'S SIGNATURE

_____ _____
APPLICANT NAME (TYPE OR PRINT) APPLICANT SIGNATURE

I have read and understand the above instructions. Hearing date(s) will be confirmed when I receive a copy of the Notice of Public Hearing stipulating the day and time of any applicable hearings.

STATE OF _____

COUNTY OF_____

Sworn to (or affirmed) and subscribe before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20___ by _____ who is personally known to me or produced _____ as identification.

Exp Date: _____ Commission Number: _____

NOTARY STAMP HERE

Signature of notary Public: _____

Printed Name of Notary Public: _____

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AUTHORIZATION TO REPRESENT PROPERTY OWNER(S)

PLEASE BE ADVISED THAT _____
(Name of person giving presentation)

IS AUTHORIZED TO REPRESENT ME IN THE REQUEST BEFORE THE HEARING EXAMINER AND CITY COUNCIL.

UNIT_____ BLOCK_____ LOT(S) _____ SUBDIVISION _____

OR LEGAL DESCRIPTION _____

LOCATED IN THE CITY OF CAPE CORAL, COUNTY OF LEE, FLORIDA.

_____ _____
PROPERTY OWNER (Please Print) PROPERTY OWNER (Signature & title)

_____ _____
PROPERTY OWNER (Please Print) PROPERTY OWNER (Signature & title)

STATE OF _____

COUNTY OF_____

Sworn to (or affirmed) and subscribe before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20___ by _____ who is personally known to me or produced _____ as identification.

Exp Date: _____ Commission Number: _____

NOTARY STAMP HERE

Signature of notary Public: _____

Printed Name of Notary Public: _____

Note: Please list all owners. If a corporation, please supply the City Planning Division with a copy of corporation papers.

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TEMPORARY SEAWALL STAGING AREAS REGULATIONS

Section 5.9.13 Temporary seawall staging areas.

A. Temporary seawall construction staging in residential zoning districts. Temporary off-site staging areas for seawall construction are allowed in residential zoning districts subject to the following requirements:

1. Requirements for temporary seawall construction staging areas:
    a. Time limits. Temporary seawall staging areas may be permitted for up two years;
    b. Allowable storage of materials. Only materials used in the repair or reconstruction of seawalls may be stored on the permitted staging site. Materials shall not be located in the side yard setbacks of the staging site. All rubble or debris shall be stored in dumpsters;
    c. No land clearing, removal of vegetation, or fill shall occur to accommodate the staging area;
    d. All activities at the staging area shall occur between 7:00 a.m. to 7:00 p.m. Monday through Saturday only. No work shall occur on New Years Day, July 4th Thanksgiving, or Christmas Day;
    e. No structures other than a permitted construction trailer may be placed on the property;
    f. No outdoor lighting is permitted for any staging area in a residential zoning district;
    g. The permittee shall be responsible for restoration of the staging area upon completion of the work and restoration of any damage to any City facilities, such as roadside swales, pipes, catch basins, pavement, signs, striping, etc.;
    h. Barges may not be docked or moored in any manner that obstructs navigation or use of docks or boats; and
    i. Prohibited on-site activities. The following activities are prohibited:
        i. Jackhammering or other methods of breaking up concrete or other demolition debris from damaged seawalls;
        ii. Grinding or saw cutting of concrete or rebar debris; and
        iii. Any dust creating operations.
2. 2. Permit application and submittal requirements. A permit shall be required for a temporary seawall staging area. The applicant shall submit the following information to the Department of Development Services:
    a. A scaled drawing of the site showing the location of all material to be stored or staged for construction;
    b. The name and notarized written consent of the property owner(s). Such written authorization may be revoked at any time;

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   c. The length of time the site is to be used for staging, including post-staging clean up; and
   d. The name, address, and contact information for the person(s) responsible for the staging area activities.

3. Notice to Neighbors. Mailed notice to surrounding property owners is required for any individual seawall staging area expected to be used for a period exceeding nine months. The notice shall be mailed to all property owners of record in a 500' radius from the site. The applicant shall be responsible for the cost of notice.
4. Extensions and expiration of seawall staging areas. Seawall staging area permits shall expire two-years from issuance unless an extension is granted. Permitted staging areas may apply for a (1) one-year extension.
5. Inspection by City officials. In order to ensure compliance with all applicable laws and regulations, temporary seawall construction staging areas shall be held open for reasonable inspection, without court order, by employees or agents of the City of Cape Coral or any other duly authorized governmental agency.
6. Penalty. Any violation of the provisions of this subsection shall be subject to a $500 fine. Each day of violation shall constitute a separate offense and fines.