



Town of Fort Myers Beach

COMMUNITY DEVELOPMENT DEPARTMENT

Supplement AA-A

Additional Required Information for an Application for Administrative Amendment to a Planned Development

(To be completed at time of intake)

Date Received: _____ Case Number: _____
Planner: _____ Date of Sufficiency: _____

This is the second part of a two-part application. This part requests specific information for an Administrative Amendment to a Planned Development. Include this form with the Request for Administrative Action Form.

Original Project Name: _____

Current Project Name: _____

Applicant: _____

Original Rezoning Case Number: _____

Subsequent Zoning Actions: _____

Development Order Project Number(s): _____

Date of acquisition by current owner(s): _____

Date Received: _____
Planner: _____

Case Number: _____
Date of Sufficiency: _____

Administrative amendments to an approved master concept plan and/or its attendant documentation

The director may approve amendments to an approved master concept plan or its attendant documentation that do not increase height, density, or intensity (i.e. number of dwelling units, hotel units, or floor area), decrease buffers or open space, or add additional land uses. The director shall not approve any change that results in a reduction of total open space, buffering, landscaping, and preservation areas or that adversely impacts surrounding land uses.

Explanatory Notes

1. Include the original project name.
2. Provide the current project name if different from the original name.
3. Identify the applicant (must match the request for administrative action form)
4. Provide the number of the original rezoning resolution.
5. Provide resolution numbers and/or case numbers for any zoning actions granted for the project since the original rezoning.
6. Provide the Development Order case numbers for any development orders issued for the project.
7. Give the date of purchase if the property has been sold since the original master concept plan was approved.

Under “request” provide a written statement describing exactly what is proposed to be changed about the master concept plan. Refer to sections of the Land Development Code from which any deviations are being requested, and explain how any changes will affect the project.

Under “justification” explain what conditions warrant the request for changes to the current approval and/or further deviations from the requirements of the Land Development Code. Explain how these changes comply with the requirements for planned development rezoning in LDC Sections 34-85 and 34-216.