



Date: September 8, 2015

Re: 3-9-5 (C) (2) Site Plan Requirements:

To clarify this section of the ordinance we have put together these bullet points for quick reference.

Building Permits: In addition to other requirements of this chapter or other regulations, an application for new construction shall contain each of the following;

- **Single Family and Multi-family residences require signed and sealed site plans, as well as signed and sealed land surveys.**
 - **Commercial buildings and additions.**
1. The survey will require all recorded easements, the apparent mean high water line, and all flood information, and shall be submitted with application for new construction.
 2. For any development which will increase the footprint or square footage of the structure, or which will require additional parking, a signed and sealed site plan, to scale, showing the location of the structure and all appurtenances thereto on the property; distances to the property lines, bodies of water, or other buildings or structures; and off-street parking spaces showing access and maneuvering space.
 3. For any Development which will *not* increase the footprint or square footage of the structure, a site plan, to scale, showing the location of the structure and all appurtenances thereto on the property; distances to the property lines, bodies of water, or other buildings or structures; and off-street parking spaces showing access and maneuvering space.

Affidavit of Applicant for Accessory Structure*: Any cost, expenses, liens, lawsuits and liabilities that arise from the issuance of a permit regarding building location is the sole responsibility of the contractor and property owner. It is also understood that the County does not verify the final location of structures or their setbacks and that all structures must be located in compliance with required setback regulations.

COMMUNITY DEVELOPMENT

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