



Administrative Action Request Supplement Q

Remedy from a Temporary Moratorium

Community Development Dept. | 9220 Bonita Beach Road, Ste. 111 | Bonita Springs, FL 34135 | (239) 444-6150 | permitting@cityofbonitaspringscd.org

Submit the "Application for Administrative Action" form if the request is for relief from any temporary moratorium instituted by City Council, as set forth in the moratorium's remedy provision. All evidence known to the property owner that supports the property owner's contention that the imposition of the temporary moratorium to his or her property constitutes a temporary regulatory taking or illegally interferes with a vested right must be submitted before an application is deemed complete.

Case Number: _____

Project Name: _____

Applicant's Name: _____

STRAP Number(s): _____

Bonita Plan FLUM Designation and Density: _____

Zoning: _____

PART I ACTION REQUEST INFORMATION

A. Property Information

1. Number of parcels (lots) involved in the request.
2. Size of parcels (please submit a site plan, plat, or survey indicating dimensions and area of each lot as well as the total area of all lots involved).
3. Current and historical Comprehensive Plan Land Use designations for the subject property.
4. Zoning: Indicate the history of the zoning on the parcel(s) when the parcel(s) was created (split out into present dimensions from a larger parcel). Applicant should provide all information on any change in development when ownership changed.
5. The history of the property and the history of its development.
6. The present nature and extent of the property.

B. Intended Use

1. Explain what the applicant plans to develop or construct on each of the above parcels.
2. Please explain how the property owner will be denied substantially all beneficial use of the property by application of the moratorium.
3. Please provide documentation of the economic impact of the temporary moratorium as it relates to the specific property under this application for the City to consider whether to grant relief.
4. Please explain to what extent the temporary moratorium as it relates to the specific property has interfered with the property owner's investment-backed expectations.

5. Please provide all information documenting why the applicant believes relief should be granted as it relates to the reasonable expectations of the property owner and the neighboring property owners.
6. Please provide all information documenting why the applicant asserts a position as to the diminution of the property owner's investment-backed expectations.

C. Additional Documentation Required

- a. The City will consider the following factors, and others that may be asserted, to determine whether relief should be granted:
 1. The history of the property;
 2. The history of the development;
 3. The history of the property's Future Land Use Map classification;
 4. The history of the property's zoning;
 5. Any change in development when ownership changed;
 6. The present nature and extent of the property;
 7. The reasonable expectations of the property owner and the neighboring property owners; and
 8. Any diminution of the property owner's investment-backed expectations.

**PART II
SUBMITTAL REQUIREMENTS**

NOTE: The number of copies¹ required for each submittal item/exhibit is indicated below. Please note that this supplement must be accompanied by the application for Administrative Action. Copies of both of these applications must be submitted together in sets along with all other required documentation. Additional submittal items (listed below) must be submitted as a group with the appropriate number of copies provided as noted below.

COPIES REQUIRED ¹	EXHIBIT NUMBER	SUBMITTAL ITEMS
3		Completed Application for Administrative Action Form
3	SUPP Q	Remedy Administrative Action Request Supplement Form
3	A-1	Action Request Information Parts A, B, and C
		ADDITIONAL SUBMITTAL REQUIREMENTS
1	A-2	Letter of authorization: A notarized letter giving permission for use of property from the property owner (see instructions, Part II, below)
1		Copy of the application on CD-ROM or jump drive

¹At least one copy must be an original.

EXPLANATORY NOTES

INSTRUCTIONS FOR COMPLETING COVER PAGE

Case Number: Will be inserted by City Staff.

Applicant's Name-Authorized Agent: The applicant's name must be provided. This is the person to whom all City correspondence will be directed. This is usually the person who signs the Applicant's "Statement Under Oath". (See Administrative Application Form, Part I, Affidavit Form A1 or A2).

STRAP(S): The STRAP (Section, Township, Range, Area, Parcel) number is the 17-digit number used by the Property Appraiser to identify specific parcels. Where there is more than one parcel encompassed by the application, the STAP number for every parcel must be provided and be the same as those listed in the Administrative Application Form, Part 3.A.

PART II

ADDITIONAL SUBMITTAL REQUIREMENTS

1. LETTER OF AUTHORIZATION: A notarized letter signed by the property owner giving permission for use of property must be submitted. Label as Exhibit A-2.