

CITY OF BONITA SPRINGS

Community Development Department
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Bonita Springs, FL 34135
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DEVELOPMENT ORDER APPLICATION INSTRUCTIONS

EXPLANATIONS FOR PART I

- A. Legal description. A legal description for the property must be submitted. Label as "Exhibit I-A-1". **[Sec. 3-136(2) & 3-136(3)]**

Boundary survey. A boundary survey meeting the minimum technical standards for land surveying in the state, as set out in chapter 61G 17-6 (formerly chapter 21 HH-6), Florida Administrative Code, must be submitted. Boundaries must be clearly marked with a heavy line and must include the entire area to be developed. The Federal Emergency Management Agency flood zone and required finished floor elevations must be shown. Label as "Exhibit I-A-2" **[Sec. 3-136(5)]**

Aerial photograph. A recent aerial photograph of the property and all properties within 660 feet of the perimeter of the property, with a scale of one inch equals 300 feet, must be submitted. Label as "Exhibit I-A-3" **[Sec. 3-136(10).]**

EXPLANATIONS FOR PART II

- A. Name of Applicant's Representative. All legal and equitable owners of the property must jointly authorize the filing of an application for a development order and any subsequent amendments thereto. The applicants shall designate a representative who shall have full power and authority to represent and bind all legal and equitable owners of the property. Legal and equitable owners of the property include but are not limited to the heirs, successors and assigns of the legal and equitable owners, all mortgagees, purchasers of all or any portion of the property under a sales contract or an agreement for deed, and all trustees. The authority of the duly authorized representative for the applicant shall continue should an amendment to the development plan be sought if all new legal or equitable owners have joined in the application and that authority has not been expressly revoked by any of the legal or equitable owners. See **PART VII** for form of required **Development Order Covenant of Unified Control** (and authorization of Applicant's Representative). **[Sec. 3-84 & 3-135(1)b.]**
- B. Relationship of Applicant to the Property. **[Sec. 3-135(1)]**
- C. Name of owner(s). The name of all persons or entities having an ownership interest in the property, including the names of all stockholders and beneficiaries of trusts must be provided. Disclosure with respect to a beneficial ownership interest in any entity registered with the federal securities exchange commission or registered pursuant to Chapter 517, whose interest is for sale to the general public, is exempt from the provision of this subsection. See **Exhibit II-C** (attached) for form to be completed and attached to the application. **[Sec. 3-135(1)e]**
- D. Designation of Owner's Representative; Covenant of Unified Control. A notarized statement of ownership or unified control document must be provided. All legal and equitable owners of the property must jointly authorize the filing of an application for a development order and any subsequent amendments thereto. The applicants shall designate a representative who shall have full power and authority to represent and bind all legal and equitable owners of the property. Legal and equitable owners of the property include but are not limited to the heirs, successors and assigns of the legal and equitable owners, all mortgagees, purchasers of all or any portion of the property under a sales contract or an agreement for deed, and all trustees. The authority of the duly authorized representative for the applicant shall continue should an amendment to the development plan be sought if all new legal or equitable owners have joined in the application and that authority has not been expressly revoked by any of the legal or equitable owners. See **PART VII** for form of required **Development Order Covenant of Unified Control** (and authorization of Applicant's Representative). **[Sec. 3-84, 3-135(1), 3-136(1), 3-136(2)]**
- E. *Name of developer.* **[Sec. 3-135(1)c]**
- F. *Professional Consultants (Authorized Agents).* A listing of the professional consultants* employed in preparing the application or submitted documents must be submitted. The names, addresses, and telephone numbers shall be provided for consultants such as, but not limited to, architects, engineers, attorneys, landscape architects, planners, and surveyors. See **Exhibit II-D** for required form for **Professional Consultants Information** (attach extra page if more space is needed). **[Sec. 3-135(1)f]**

An engineer must be employed by the developer to design all required improvements such as streets, drainage structures, drainage systems, bridges, bulkheads, water and sewage facilities, etc. All plans, drawings, reports and calculations must be prepared, signed and sealed by the appropriate licensed professional, such as engineers, architects, landscape architects, land surveyors and attorneys, registered in the state. Other specialized consultants, such as environmental consultants, archaeologists, etc., may be required to assist in the preparation of the plans, drawings, reports and other documents required as development order submittals. **[Sec. 3-79]**

EXPLANATIONS FOR PART III

- A. The date the property was acquired must be provided. **[Sec. 3-135(2)b]**
Title Assurance. Title assurance in the form of either a current title certification by an attorney or a current title insurance policy is required. Label as "Exhibit III-A" **[Sec. 3-135(4)]**
- B. The property dimensions and area must be provided. **[Sec. 3-135(2)c]**
- C. No development orders or plats may be approved for the subject property if ad valorem taxes or assessments against the property are delinquent or if there are outstanding tax certificates issued for the property. **[Sec. 3-86]**
- D. Same as C above.
- E. Current use of property. Provide a brief description of the current uses located on the site. If the site is undeveloped or vacant, state "vacant".
- F. Vegetation Associations. Vegetation associations (not land use category) on the site as listed in the Florida Land Use, Cover and Forms Classification System (FLUCCS), must be mapped at the same scale as the site plan. The map must include significant areas of rare and unique upland habitats as defined in the City of Bonita Springs Comprehensive Plan. Label as "Exhibit IV-J". **[Sec. 3-136(8)f]**
- G. Protected species survey. A species survey (and management plan, if applicable) must be submitted for all large projects (> 10 acres or > 2 acres of impervious area) as required by BSLDR Section 3-473 et seq. Label as "Exhibit III-G". **[Sec. 3-136(13)]**
- H. Protected species habitat management plan. A management plan meeting the requirements of BSLDR Section 3-474 will be required for all development order applications if listed species are found on the property. Label as "Exhibit III-H". **[Sec. 3-136(14)]**

EXPLANATIONS FOR PART IV

- A. Current Zoning. A copy of the most recent zoning ordinance for the subject property, and any other pertinent zoning ordinances, prior Lee County zoning resolution(s) shall be submitted. Label as "Exhibit IV-A". Also provide a list of the Zoning Ordinances and Zoning Resolution Numbers in the application form. **[Sec. 3-136(7).]**
 - 1. Any applicant who intends to submit an application for development order approval on a project which was zoned RPD, MHPD, RVPD, CPD, CFPD, IPD or AOPD prior to December 2, 1991, must submit four complete sets of plans and documents for review of the submittals for full compliance with the adopted master concept plan and any conditions of approval. Label as "Exhibit IV-A -1".

Plans may be reviewed concurrently for compliance with this chapter and with the terms of the zoning approval. No development orders may be issued for the project in question until the plans have been determined to be in compliance with the terms of the zoning approval. **[Sec. 3-80(a)]**
 - 2. Special Conditions. A copy of any pertinent special exceptions or variance documents and ordinances and resolutions, must be submitted. Label as "Exhibit IV-A-2". **[Sec. 3-136(7)]**
- B. For developments that require rezoning, the applicant may make application for a development order and the rezoning simultaneously. The development order will be reviewed for compliance with the requirements of this BSLDR chapter 3 and the requirements of BSLDR chapter 34 for the proposed zoning of the property. No approval of the development order will be granted until the proposed rezoning is approved and a zoning ordinance signed by the Mayor of the City of Bonita Springs is adopted. If application for rezoning has been made, submit a copy of the application/case number(s) as requested in the application form. **[Sec. 3-80(b)]**
- C. If the proposed development is a part of a Development of Regional Impact (DRI), please provide the name of the DRI and the Southwest Florida Regional Planning Council case number as requested in the application form. **[Sec. 3-135(3)e]**
- D. If any pre-application conference meetings have been conducted with the staff on this property prior to the submission of this application for a Development Order, please indicate the date of the meeting(s) and the pre-application (PRE) case number as requested in the application form.

- E. If any Development Orders have been filed on any part of this property prior to this application, please provide the information on the prior applications as requested in the application form.
- F. Administrative Deviations. If any administrative deviations from the technical standards of the Bonita Springs Land Development Regulations have been requested, please provide the application/case number as requested in the application form. **[Sec. 3-135(3)d]**
- G. Provide copies of any Local permits which affect the property. This includes a “Tall Structures Permit” when development is located within an airport flight zone or exceeds the height restrictions specified (see BSLDR Section 34-1001 et. seq.). Label as “Exhibit IV-G”. See PART VI below for other Federal and State permits to be provided. **[Sec. 3-135(3)e]**

EXPLANATIONS FOR PART V

- A. If the development plan includes any new roads that are proposed to be dedicated for maintenance by the City of Bonita Springs, please indicate that intention in the application form. The roads that are proposed to be dedicated for City maintenance must be so designated on the development drawings and a confirmation of this designation indicated in the application form. Roads proposed for City maintenance must be processed under a separate application and be accepted by the City Council of the City of Bonita Springs, which acceptance is discretionary.
- B. *Proposed Plat*. If the property is to be divided into lots (a F. S. Chapter 177 subdivision), a proposed preliminary plat and plat application fee must be submitted. Label the proposed plat as “Exhibit V-B”. **[Sec. 3-136(6) and 3-225]**
- C. The types of structures proposed for the development, project phasing information, the proposed uses, the number of dwelling units and square footage and other appropriate measures of intensity of uses, parking and loading space provisions, proposed height of all structures, etc. must be provided. Please complete the tables in the application form and consult the other application requirements to verify that the required information is provided in the in the application and on the site development drawings. **[Sec. 3-135(4)a & (4)g & (4)i]**
- D. *Excess Spoil Removal*. Developments which propose the removal of spoil material from excavation for project stormwater retention (i.e. lakes and ponds) must submit information relative to the quantity of material to be removed from the site, the destination of the excess spoil material and whether such removal was approved as part of any zoning action. Label as “Exhibit V-D”. **[Sec. 3-331(c) & Table 7]**
- E. *Recreational Facilities*. If recreational facilities are proposed, please provide a brief explanation of the types and sizes (e.g. square footage) of facilities that are planned. Label as “Exhibit V-E”. **[Sec. 3-135(4)n]**
- F. *Outdoor Lighting*. All multi-family, commercial, industrial and institutional applications must submit evidence that the proposed work will comply with the outdoor lighting standards of the Bonita Springs Land Development Regulations. This evidence must include: **[Sec. 3-269(e)(1-4)]**
 - 1. Plans indicating the location on the premises and the type of illuminating devices, fixtures, lamps supports, reflectors, and other devices.
 - 2. Detailed description of the illuminating devices which must include manufacturer’s catalogue cuts and drawings, including pictures, sections, and proposed wattage for each fixture.
 - 3. Photometric data showing the angle of cut-off and other characteristics of the light emission.
 - 4. Photometric in initial foot candles output for all proposed and existing fixtures on-site shown on a 20-foot by 20-foot grid or an appropriately scaled plan. Label as “Exhibit V-F”.
- G. *Building Design Standards Applicability to New Buildings*. When the proposed Development Order contains any new buildings to be located in any of the following zoning districts (single family districts are specifically excluded): 1. Commercial zoning districts, 2. Non-residential Planned Development districts, and non-residential components of any Planned Development district, 3. Business park districts, 4. Multi-family districts, excluding duplexes and other two-family units, 5. Industrial districts, when the site is located on an arterial or collector road, as described by the Transportation Element of the City of Bonita Springs Comprehensive Plan; or 6. contain new non-residential or multi-family buildings in any zoning district when located within the Commercial or Multi-family Land Use categories as indicated on the Future Land Use Map of the City of Bonita Springs Comprehensive Plan, and when the site is located on an arterial or collector road, as described in the Transportation Element of the City of Bonita Springs, the proposed buildings must comply with the City of Bonita Springs Design Standards for Commercial Buildings and Developments and a Design Standards Application (including Supplement One - Eight, as appropriate, and Supplement Nine) must be submitted along with architectural elevation(s) plans and site development plans which demonstrate the compliance of the proposed design with the Design Standards. [See “Exhibit V-G” for Building Design Application Forms.] **[Sec. 3-487(a), 3-487(b) & 3-487(c)]**
- H. *Building Design Standards Applicability to Building Facade Renovations*. When the proposed Development Order contains any building facade renovation (the term renovation shall not be applied to maintenance repairs to an existing

building) where such addition, renovation, or redevelopment exceeds fifty percent (50%) of the wall area of the existing facade, the entire facade shall be made to comply with the Bonita Springs Design Standards for Commercial Buildings and Developments and a Design Standards Application (including Supplement One - Eight, as appropriate, and Supplement Nine) must be submitted along with architectural elevation(s) plans which demonstrate the compliance of the proposed design with the Design Standards. [See "Exhibit V-G" for Building Design Application Forms.] **[Sec. 3-487(d)(1) & (d)(3)]**

- I. *Building Design Standards Applicability to Renovation or Redevelopment Projects.* When the proposed Development order contain an addition or renovation to (the term renovation shall not be applied to maintenance repairs to an existing building), or redevelopment of, an existing building or project, where the cost of such addition, renovation, or redevelopment exceeds fifty percent (50%) of the assessed value (for purpose of assessed value, the value of land is excluded from the calculations) of the existing structure(s) or twenty-five percent (25%) of the square footage of the existing structures, the existing building(s) and the site improvements shall be brought into conformity with the Bonita Springs Design Standards for Commercial Buildings and Developments and a Design Standards Application (including Supplement One - Eight, as appropriate, and Supplement Nine) must be submitted along with architectural elevation(s) plans which demonstrate the compliance of the proposed design with the Design Standards. [See "Exhibit V-G" for Building Design Application Forms.] **[Sec. 3-487(d)(2) & (d)(3)]**
- J. *Unified Sign Standards.* Where multiple on-premise signs are proposed for a single site or development, or in the case of a shopping center or other multiple-occupancy complex including out-parcels under unified control with the main development, a unified sign plan must be employed. Applications for a development order (or a building permit if a development order is not required) must be accompanied by a graphic and narrative representation of the unified sign plan to be utilized on the site. The unified sign plan may be amended and resubmitted for approval to reflect style changes or changing tenant needs. Design elements which must be addressed (in both graphic and narrative form) include: Colors; Construction materials and method; Architectural design; Illumination method; Copy style; Sign type(s) and location(s); and, in the case of a shopping center or multiple occupancy complex and developments with multiple structures on-site, including out-parcels, the unified sign plan must indicate conformance with the following: All wall signs for multi-use buildings must be located at a consistent location on the building facade, except that anchor tenants may vary from this locational requirement in scale with the anchor's larger primary facade dimensions. All signs must adhere to the dimensions provided for in the unified signage plan; and pole signs must include colors and/or materials common to those used in the design of the building to which the sign is accessory. A minimum 100 square foot planting area must be provided around the base of any ground or pole sign. These landscape areas must include shrubs and ground cover plants with a minimum of 50 percent coverage of the landscape area at the time of planting. Turfgrass is discouraged and is limited to 10 percent of the landscape area.
- K. If dewatering is proposed, please provide a copy of the approved South Florida Water Management District permit, if obtained.

EXPLANATIONS FOR PART VI

- A. Provide copies of any Federal and State permits which affect the property. This includes SFWMD, FDEP, ACOE, FDOT, DEP and HRS permits as applicable. Label as "Exhibit VI-A-1a thru 4 (as per the application form)". See PART IV above for all other Local permits to be provided. **[Sec. 3-135(3)e & 3-136(20)]**

EXPLANATIONS FOR PART VII

- A. *Authorization of Owner's Representative; Covenant of Ownership and Unified Control.* A notarized statement signed by the owner of the property authorizing the applicant to submit and be responsible for the application and a notarized statement of ownership or unified control document must be submitted. All legal and equitable owners of the property must jointly authorize the filing of an application for a development order and any subsequent amendments thereto. The owner(s) shall designate a representative who shall have full power and authority to represent and bind all legal and equitable owners of the property. Legal and equitable owners of the property include but are not limited to the heirs, successors and assigns of the legal and equitable owners, all mortgagees, purchasers of all or any portion of the property under a sales contract or an agreement for deed, and all trustees (All Owners must be identified in Exhibit II-D; See PART II-D). The authority of the duly authorized representative for the applicant shall continue should an amendment to the development plan be sought if all new legal or equitable owners have joined in the application and that authority has not been expressly revoked by any of the legal or equitable owners. {See Part VII for suggested forms for the Covenant/ Authorization where the Covenant is signed by either an individual owner or applicant (Covenant A), or the Covenant is signed by a corporation, limited liability company (L.L.C.), limited company (L.C.), partnership, limited partnership, or trustee (Covenant B). Please complete the appropriate Covenant form based upon the type of ownership of the subject property and be sure that the proper individual signs the Covenant.} **[Sec. 3-84, 3-135(1), 3-136(2)]**
- B. Same as A above.

EXPLANATION FOR OTHER SUBMITTALS

Existing conditions and improvements drawing. An existing conditions and improvements drawing must be submitted, showing at a minimum the following: **[Sec. 3-136(8)]**

- A. An area location map showing the location of the property to be developed in relation to arterial and collector streets. **[Sec. 3-136(8)a]**
- B. Coastal construction control lines, if applicable. **[Sec. 3-136(8)b]**
- C. The location and name of abutting streets together with the number of lanes, the widths of rights-of-way and easements, and the location and purpose of abutting utility easements. The established centerline of streets on or abutting the property must be shown. **[Sec. 3-136(8)d]**
- D. Existing elevations based on the National Geodetic Vertical Datum of 1929. Sufficient spot elevations based on the National Geodetic Vertical Datum of 1929 must be shown to indicate the slope of the land and any rises, depressions, ditches, etc., that occur, but in no case may spot elevations be shown at a spacing greater than 200 feet. Spot elevations must be shown beyond the development boundary extending a minimum of 25 feet. The director of development review may direct a closer grid pattern or elevations more than 25 feet beyond the development boundary to provide sufficient satisfactory information. For developments of 40 acres or more, contours at one-foot intervals may be shown. **[Sec. 3-136(8)d]**
- E. Identification of wetlands as defined in BSLDR chapter 9. The applicant may be required to flag these areas for site inspection by the staff of the City or staff of the designee. **[Sec. 3-136(8)e.]**
- F. Vegetation associations (not land use category) on the site as listed in the Florida Land Use, Cover and Forms Classification System, mapped at the same scale as the site plan. The map must include significant areas of rare and unique upland habitats as defined in the City of Bonita Springs Comprehensive Plan. (See III-F above) **[Sec. 3-136(8)f]**
- G. The location of all existing buildings and structures on the property. If buildings or structures are to be moved or razed, this should be noted. **[Sec. 3-136(8)g]**
- H. The location and size of all public water and sewage systems, private wells, irrigation and flowing wells, sidewalks, curbs, gutters, storm drains and manholes on or abutting the property. **[Sec. 3-136(8)h]**
- I. The zoning classifications for the subject property, as well as the zoning and actual use of all abutting properties. **[Sec. 3-136(8)i]**
- J. The fire district in which the proposed development is located. **[Sec. 3-136(8)j]**
- K. The nature and location of any known or recorded historical or archaeological sites as listed on the Florida Master Site File, and the location of any part of the property which is located within level 1 or level 2 zones of archaeological sensitivity pursuant to BSLDR chapter 5 (See Certificate to Dig below). A description of proposed improvements that may impact archaeological resources must also be provided. **[Sec. 3-136(8)k]**
- L. The location of existing and proposed public transit service areas, and bus routes and stops, including passenger amenities, e.g., shelters, lighting, benches, walkways, passenger parking, bicycle racks, etc. **[Sec. 3-136(8)l]**
- M. A diagram depicting the existing surface hydrology of the property (note the requirement that elevations be shown beyond the development boundary to provide satisfactory information as required under d. above). **[Sec. 3-136(8)m]**

Proposed development plan drawings. Proposed development plan drawings shall be submitted, showing at a minimum the following: **[Sec. 3-136(9)]**

- A. If the development is a subdivision, all lot lines and lot numbers. **[Sec. 3-136(9)a]**
- B. Phasing plan. Where a large development is being proposed, the applicant must submit a master phasing plan with the stages numbered in sequence. It is understood that, for long-term projects, the details of a given phase may change as the economic, environmental, social and legal elements of the proposed development change. For such phased developments, each phase must be issued a separate development order, but each phase will be considered in relation to the rest of the overall project. The phasing plan must show how each phase fits into the master plan for the continuance of streets, drainage, storm water management, potable water, fire protection, sewage collection, landscaping and buffers. Specific requirements for phased projects are specified in BSLDR section 3-117. **[Sec. 3-136(9)v]**
- C. Proposed buildings or proposed structures. The building envelope, that is, the perimeter of the area within which the building will be built, the height of all buildings and structures, the maximum number of dwelling units or gross floor area, and no less than the minimum number of required parking spaces, including the number of spaces for the handicapped, must be shown. **[Sec. 3-136(9)c]**

- D. Open space, parks and recreation. All proposed open space, parks and recreation areas and facilities must be shown and identified as either public or private. If common facilities, including but not limited to recreation areas or facilities and common open space, are proposed, a statement must be included explaining how the area or facilities will be permanently operated and maintained, and identifying who will be responsible for such maintenance. A list of the facilities to be constructed within each park or recreational area must be provided or shown on the drawings. **Sec. 3-136(9)d]**
- E. Proposed vehicular ingress and egress for the development. **[Sec. 3-136(9)e]**
- F. Proposed streets within the development, including the proposed street names. **[Sec. 3-136(9)f]**
- G. Proposed location of on-site and off-site bikeways and pedestrian ways with ingress to and egress from the development, as well as to or from common open space areas. **[Sec. 3-136(9)g]**
- H. Where applicable, the proposed location and type of public transit amenities to be provided. **[Sec. 3-136(9)h]**
- I. Parking and service areas. All off-street parking areas and all landscaped areas to be reserved for future parking spaces pursuant to BSLDR section 34-2017(d), and all service areas for delivery of goods or services, must be shown for all developments that are not subdivisions. **[Sec. 3-136(9)i]**
- J. Utilities. A statement indicating the proposed method intended to provide water, sewer, electricity, telephone, refuse collection and street lighting, including but not limited to: **[Sec. 3-136(9)j]**
 - 1. The names and address of all utilities, governmental or private, intended to supply the service. **[Sec. 3-136(9)j.1]**
 - 2. The names and addresses of the owners of all existing public water and sewage systems within one-quarter mile of the proposed development. **[Sec. 3-136(9)j.2]**
 - 3. A plan showing the location and size of all water mains and services, fire hydrants, sewer mains and services, treatment plants and pumping stations, together with plan and profile drawings showing the depth of utility lines and points where utility lines cross one another or cross storm drain or water management facilities. The location of services must be shown. **[Sec. 3-136(9)j.3]**
- K. Drainage and storm water management plan. A drawing showing the location of all curbs and gutters, inlets, culverts, swales, ditches, water control structures, water retention or detention areas, and other drainage or water management structures or facilities must be submitted. Sufficient elevations must be shown to adequately show the direction of flow of storm water runoff from all portions of the site. A copy of all drawings and calculations submitted to the South Florida Water Management District of the Florida Department of Environmental Protection (as applicable) must also be submitted. The plan must also identify the U.S. Department of Agriculture Soil Conservation Service soils classifications of the site to determine the feasibility of the proposed pollution control and drainage plans. **[Sec. 3-136(9)k]**
- L. Landscaping and buffering. A landscaping plan must be submitted showing not less than the required open space and buffer areas, and including: **[Sec. 3-136(9)l]**
 - 1. A tree location map or aerial photographic overlay which depicts the preservation of existing trees and the planting of any new trees required by city regulations. **[Sec. 3-136(9)l.1]**
 - 2. All proposed landscaping, fencing, screening and buffering. **[Sec. 3-136(9)l.2]**
 - 3. The size, variety, species and number of all trees and shrubs, with site-specific location, used in landscaping, open space and buffer areas. **[Sec. 3-136(9)l.3]**
 - 4. All proposed signs and exterior lighting. (See BSLDR Sec. 3-262 for performance standards for exterior lighting and BSLDR Sec. 3-608.F. for additional lighting standards for commercial buildings.) **[Sec. 3-136(9)l.4]**
 - 5. The calculations to determine the minimum open space and other landscaping calculations. **[Sec. 3-136(9)l.5]**

The landscape plan must be prepared by and bear the seal of a landscape architect registered in the State of Florida. The plan must include the narrative and calculations to ensure that the proposed landscaping will be in compliance with requirements of this code. However, small projects may qualify for a hardship waiver if the cost of compliance with the landscape architect requirement is disproportionate to the cost of the entire project. This waiver is subject to the sole discretion of the City Manager or his designee. The landscape plan must be drawn at the same scale as the development order plans and include, at a minimum, the items detailed in BSLDR Section 3-414, including an Irrigation Plan. (See BSLDR Sec. 3-414 for detailed requirements for landscape plans.) **[Sec. 3-136(9)l]**
- M. Historical and archaeological resources. The plan must show the outline of historic buildings and approximate extent of archaeological sites. Where this information is not available from published sources, a professionally conducted archaeological survey may be required. **[Sec. 3-136(9)m]**
- N. Excavations. Where applicable, the location of all excavations must be shown, including the outline or boundaries of the excavation, both the outline of the top of the bank and the outline when the lake is at its maintained elevations, the

depth of all excavations, and the slopes of all excavations (see application Part V-D for submittal requirements when the removal of excavated material from the site is proposed). **[Sec. 3-136(9)n]**

O. A description of potential impacts to groundwater and surface water. **[Sec. 3-136(9)o]**

P. A description of impacts on wetlands and mitigation measures. **[Sec. 3-136(9)p]**

Q. A description of impacts on floodplains or riverine areas and mitigation measures. **[Sec. 3-136(9)q]**

R. Benchmarks. There must be a minimum of one benchmark per 40 acres or portion thereof. Each benchmark must be shown and described on the plans. **[Sec. 3-136(9)r]**

Aerial photograph. A recent aerial photograph of the property and all properties within 660 feet of the perimeter of the property, with a scale of one inch equals 300 feet, shall be submitted. (See PART I-A-3 above) **[Sec. 3-136(10)]**

Plat. If the development is a subdivision, a preliminary plat meeting the requirements of F.S. ch. 177 must be submitted. (Also see Part V-B above) **[Sec. 3-136(6)]**

Traffic impact statement. A traffic impact statement (TIS) must be submitted, which will survey current and anticipated traffic conditions and public transportation in order to identify potential traffic problems posed by the proposed development. Adverse traffic impacts created by the development, both on-site and off-site, must be mitigated by the applicant as specified in the traffic impact mitigation plan and development order. Criteria for traffic impact statements are specified in BSLDR Section 3-286. **[Sec. 3-136(11)]**

Traffic impact mitigation plan. A traffic impact mitigation plan must be submitted, which is based on the approved traffic impact statement and must identify in detail those on- and off-site road and intersection improvements necessary to mitigate the proposed development's adverse impacts by maintaining or restoring adopted levels of service on the public roads providing immediate access to the site, including any collector or arterial to which the adjacent street is tributary. Criteria for traffic impact mitigation plans are specified in BSLDR Section 10-287. **[Sec. 3-136(12)]**

Protected species survey. A species survey must be submitted for all large projects (> 10 acres or > 2 acres of impervious area) as required by BSLDR Section 10-473.A. et seq. (See Part III-G above). **Sec. 3-136(13)]**

Protected species habitat management plan. A management plan meeting the requirements of BSLDR Section 3-473.C. will be required for all development order applications if listed species are found on the property (see also Part III-H above). **Sec. 3-136(14)]**

Certificate to dig; historic preservation forms and reports. When applicable, an archaeological/historic resources certificate to dig must be obtained from the department of community development and submitted. Florida Master Site File forms for historical or archaeological resources, facade or other historic or scenic easements related to the subject property or reports prepared by a professional archaeologist as may be required by BSLDR and must be submitted with the application. **Sec. 3-136(15)]**

Historical/archaeological impact assessment. An impact assessment for historical & archaeological resources describing the following treatments: demolition, relocation, reconstruction, rehabilitation, adaptive use, excavation, filling, digging, or no impact, must be submitted with the application. **Sec. 3-136(16)]**

Exotic vegetation removal plan. An exotic vegetation removal plan, as specified in BSLDR Section 3-420.F. must be submitted with the application. **Sec. 3-136(17)]**

Calculations and other pertinent materials. The City Manager or his designee may also require submission of calculations in support of all proposed drawings, plans and specifications. Calculations, data and reports to substantiate engineering designs and consistency with policy 1.2.2 of the Stormwater Management/Aquifer Recharge Sub-Element of the City of Bonita Springs Comprehensive Plan (see BSLDR Section 3-321), soil condition, flood hazards, compensation of floodplain storage (see BSLDR Section 3-253), wet season water table, etc., are required to be submitted with the application. **Sec. 3-136(18)]**

Emergency preparedness plan for hospital, nursing home, assisted living facility, or developmentally disabled housing project. Prior to final approval of a development order for a hospital, nursing home, assisted living facility (ALF) or developmentally disabled housing project, an emergency preparedness plan found to be in compliance with the applicable criteria in Florida Administrative Rule Chapters 58A-5, 59A-3, 59A-4, and 59A-5, as they may be amended, and approved by the Director of the Lee County Division of Emergency Management must be submitted (or submit the proposed plan for review with the development order application). **Sec. 3-136(19)a]**

Emergency preparedness plan for marina, multi-slip dock facility, or any residential development of 50 or more units. Prior to final approval of a development order for a marina, multi-slip dock facility, or any residential development of 50 or more units, an emergency preparedness plan must be approved by the Director of the Lee County Division of Emergency Management must be submitted (or submit the proposed plan for review with the development order application). An emergency preparedness plan for these types of development must comply with the applicable criteria in the applicable Lee County Administrative Code(s) for Emergency Preparedness Plans. **[Sec. 3-136(19b)]**

State permits. Prior to final approval of a development order, copies of permits issued by the South Florida Water Management District or the Florida Department of Environmental Protection must be submitted. Copies of all other necessary state land development permits must be submitted prior to the commencement of construction work on the site. (See PART VI-A also) **[Sec. 3-136(20)]**

Operation and maintenance covenants. Where applicable, a copy of the covenants used for the maintenance and operation of the improvements as required by the BSLDR must be provided, and must include but not be limited to private streets and adjacent drainage, drainage and storm water management systems, utilities, public water and sewage systems, open space, parks, recreation areas and buffers. **[Sec. 3-136(21)]**

Articles of incorporation or other legal documents for assignment of maintenance. The developer must submit a copy of the legal documents creating the legal mechanism to ensure that the drainage system, on-site bikeways, on-site pedestrian ways, roadways and right-of-ways, etc. are continuously maintained. **[Sec. 3-136(22)]**

Opinion of probable construction costs. The estimated cost of installing all streets, drainage systems, water management systems, potable water treatment and distribution systems, sewage collection and treatment systems, park and recreation improvements, landscaping and buffers must be prepared by the developer's consultant, as follows:

- A. For subdivisions, both on-site and off-site systems.
- B. For all other developments, off-site improvements.

The opinion of probable cost must include an estimated date of completion for the work and must be submitted with the application for a development order. **[Sec. 3-136(23)]**

Assurance of completion of improvements. Assurance of completion of the development improvements as specified in subsections a. and b. of this section will be required for all off-site improvements prior to commencing any off-site or on-site development. Assurance of completion of the development improvements for on-site subdivision improvements will be required prior to the acceptance of the subdivision plat. Those on-site subdivision improvements which have been constructed, inspected and approved by the director of development review may be excluded from the requirements of subsections a. and b. of this section. In addition to the assurance of completion for off-site improvements, all subdivisions for single- and two-family residential structures shall provide the assurance of completion of on-site improvements, or the construction of on-site improvements, within one year of the date of issuance of the final development order for that subdivision.

- A. *Surety or cash performance bond.* Security in the form of a surety or cash performance bond shall be posted with the board and made payable to the City in an amount equal to 110 percent of the full cost of installing the required improvements as approved by the City. If the proposed improvement will not be constructed within one year of issuance of the final development order, the amount of the surety or cash performance bond shall be increased by ten percent compounded for each year of the life of the surety or bond. Alternatively, the surety or cash performance bond may be renewed annually at 110 percent of the cost of completing the remaining required improvements as approved by the director of development review. Bonds shall be reviewed and approved as to form by the city attorney's office prior to acceptance.
- B. *Other types of security.* The board may accept letters of credit or escrow account agreements or other forms of security provided that the reasons for not obtaining the bond are stated and the city attorney approves the document. **[Sec. 3-136(24)]**

Surface Water Pollution Control Plan (SWP3). For all development orders for developments of more than one acre a Stormwater Pollution Prevention Plan (SWP3) for construction meeting the criteria set forth in BSLDR Section 14-477 must be submitted. At the discretion of the director of development services, an affidavit or certification from a Florida licensed professional engineer may be submitted attesting that the SWP3 for construction has been prepared in accordance with BSLDR Section 14-477 and will be on site and available for review during all phases of construction. **[7-296(b)]**

Impact Fee Calculations. No recreational vehicle development order may be issued for any development listed in section 2-266 (a) by the City until such fee has been paid. **[Sec. 2-192(b), 2-236(b), 2-277(b), 2-312(b), & 2-358]** Impact fees for golf courses (i.e., tees, fairways, greens, accessory structures such as golf cart houses, etc.) are due and payable prior to the issuance of a development order for the golf course. **[Sec. 2-193 Note 2 calculation]**