



CITY OF PUNTA GORDA  
 PUBLIC WORKS ENGINEERING DIVISION  
 326 WEST MARION AVENUE  
 PUNTA GORDA, FL 33950  
 (941) 575-5050  
 FAX: (941) 575-5044  
 pubworks@CityofPuntaGordaFL.com

## Canal Construction Special Permit Application

Date Received:	File #: CCSP-
Application Fee: \$450.00	

<b>Office use only:</b>			
Ad Date	BSI CAC	PGI CAC	City Council

**Application and all pertinent required data (listed below) MUST be submitted with this application.**

- ORIGINAL Signed & Notarized Application and Affidavit Authorization for Agent, if applicable
- A copy of the deed or other evidence of ownership
- Approval letter from association, if applicable
- Site Plan
- Engineered Drawings

**In addition to the original application ANY documents greater than 11x17  
 MUST ALSO be submitted on a CD/DVD**

In order that this application be processed in a timely fashion, the correct and complete information is necessary. It is suggested that the applicant bring the application to the Public Works Engineering Division, 3130 Cooper Street, Punta Gorda, Florida 33950, where it can be reviewed by the staff prior to filing.

The City of Punta Gorda accepts no responsibility for the completeness or accuracy of the application. Errors in the filed application may result in delays with respect to required public hearings. All data and exhibits submitted in connection with the filing of this application become a permanent part of the public record

The applicant or his/her representative **MUST** be present at all hearings.

### 1. Applicant

Name:					
Address:	City:	State:	Zip:		
Phone:	Email address				

### 2. Owner(s) of Record

Name:					
Address:	City:	State:	Zip:		
Phone:	Email address				

**3. Authorized Agent – (if applicable – Property Owner must sign AGENT Affidavit below)**

Name:							
Address:		City:		State:		Zip:	
Phone:		Email address					

**4. Property Address**

Address:					
Parcel ID /Account #	Lot #	Block#	Section	Total Sq. Feet	Total Acres

**5. Legal Description of Property (Attach separate sheet if necessary)**

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**6. Existing Zoning Classification**

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<b>7. Is this special permit request for new construction?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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<b>8. Is this request the result of a Violation?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>When?</b>	
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<b>9. Are there any existing structures on the property?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If "yes" what type of construction are they, and what is the current use of the structures. In addition include a site plan showing location of structures on property.	

**10. Description of Work and Justification for Special Permit Request:**

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<p><b>11. Approval Criteria - No special permit shall be granted unless all of the following statements are true with respect to the subject property. Please state your position for each of the following approval criteria for the request:</b></p>
<p><b>a. Would be in harmony with the general intent and purpose of subsection 6-6(c), Punta Gorda Code</b></p>
<p><b>b. Would not be injurious to the waterway involved</b></p>
<p><b>c. Would not impede safe navigation</b></p>
<p><b>d. Would not allow a structure or use aesthetically or functionally incompatible with existing structures or uses on surrounding lands</b></p>
<p><b>e. Would not permit any structure or activity that would interfere with or be detrimental to the quiet and peaceful use and enjoyment of any nearby land</b></p>
<p><b>f. Would not otherwise be a detriment to public health, welfare and safety</b></p>
<p>In making its decision on such a special permit petition, the Canal Advisory Committee or City Council shall consider only the reports, testimony, and other evidence presented at the public hearing thereon.</p> <p>In granting any such petition for special permit, the Canal Advisory Committee or City Council may prescribe appropriate conditions and safeguards in conformity with the provisions of Section 6-6(c), Punta Gorda Code, including, but not limited to, reasonable time limits within which the action implementing the approved petition for special permit must be begun, completed, or both. Violation of such conditions and safeguards, when made a part of the terms under which the petition for special permit is approved, shall be cause for the revocation of said approval.</p>

I/We, the undersigned, being first duly sworn, testify and say that I am the owner, attorney, attorney-in-fact, agent, lessee or representative of the owner(s) of all of the property described and which is the subject matter of the proposed hearing; that all answers to the questions in this application, and all sketches, data and other supplementary material attached to and made a part of the application are honest and true to the best of my knowledge and belief. I understand this application must be complete and accurate before the hearing can be advertised, and that I am authorized to sign the application by the owner or owners.

By submitting this application the owner(s) of the subject property does hereby grant his/her consent for authorized City representatives, to enter upon the subject property for the purposes of making any examinations, surveys, measurements, and inspections deemed necessary to evaluate the subject property relative to this application.

**AFFIDAVIT**

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_, 20\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification and who did not take an oath.

(Seal)

\_\_\_\_\_  
Notary Public, State of Florida  
My commission Expires: \_\_\_\_\_

**AGENT AFFIDAVIT (Property Owner to complete ONLY if applicable)**

I/We \_\_\_\_\_, property owner(s), hereby authorize \_\_\_\_\_ to act as **Agent** on our behalf regarding the Petition for Special Permit on the property commonly known as \_\_\_\_\_ in Punta Gorda, Florida.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Print Name of Property Owner

\_\_\_\_\_  
Date

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_, 20\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification and who did not take an oath.

(Seal)

\_\_\_\_\_  
Notary Public, State of Florida  
My commission Expires: \_\_\_\_\_