



City of Marco Island  
 Community Affairs Department  
 50 Bald Eagle Drive  
 Marco Island, FL 34145  
 Phone: 239-389-5000 or FAX: 239-393-0266

PF-17

**FLOOD ORDINANCE VARIANCE PETITION**

Petition number: **FV-**\_\_\_\_\_ Date Received: \_\_\_\_\_

Planner: \_\_\_\_\_

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**ABOVE TO BE COMPLETED BY STAFF**

Petitioner(s): \_\_\_\_\_

Petitioners' Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Agent's Name: \_\_\_\_\_

Agent's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Site Information**

Address: \_\_\_\_\_ Property ID #: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

**Zoning and Land Use**

Property Subject	Zoning	Land Use
N	_____	_____
S	_____	_____
E	_____	_____
W	_____	_____



For your information, reviewing a variance, both staff and the Board of Zoning Appeals shall consider all technical evaluation, all relevant factors, and standards specified within the Flood Ordinance and criteria “a” through “l” listed below. Please provide supporting documentation for any of the criteria if possible.

- a. The danger that materials may be swept onto other lands to the injury of others;
- b. The danger to life and property due to flooding or erosion damage;
- c. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage to the individual owner;
- d. The importance of the services provided by the proposed facility to the community;
- e. The necessity to the facility of a waterfront location, where applicable;
- f. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
- g. The compatibility of the proposed use with existing and anticipated development;
- h. The relationship of the proposed use to the plan and floodplain management program for the area;
- i. The safety of access to the property in times of flood for ordinary and emergency vehicles;
- j. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site;
- k. The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges; and,
- l. Variance shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

**AFFIDAVIT**

We/I, \_\_\_\_\_ being first duly sworn, depose and say that we/I am/are the owners of the property described herein and which is the subject matter of the proposed hearing; that all the answers to the questions in this application, including the disclosure of interest information, all sketches, data, and other supplementary matter attached to and made a part of this application, are honest and true to the best of our knowledge and belief. We/I understand that the information requested on this application must be complete and accurate and that the content of this form, whether computer generated or City printed shall not be altered. Public hearings will not be advertised until this application is deemed complete, and all required information has been submitted. We/I hereby also consent to access to the subject property (excluding entering any home or other enclosed structure) by City of Marco Island staff members, Planning Board members, and/or Board or Zoning Appeals members for the limited purpose of evaluating, observing, or understanding the subject property conditions as they relate to the petition. While the petition is pending, Staff members, Planning Board members, or Board of Zoning Appeals members will be allowed access upon the property provided they display a Marco Island City Photo ID or a Valid Driver's License.

As property owner we/I further authorize \_\_\_\_\_ to act as our/my representative in any matters regarding this Petition.

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

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

\_\_\_\_\_  
Printed Name of Property Owner

\_\_\_\_\_  
Printed Name of Property Owner

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by \_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification.

State of Florida  
County of \_\_\_\_\_

\_\_\_\_\_  
Signature, Notary Public – State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary

**FLOOD ORDINANCE VARIANCE  
APPLICATION SUBMITTAL CHECKLIST**

*This completed checklist is to be submitted with application packet*

REQUIREMENTS	# OF COPIES REQUIRED
<b>Completed Application</b>	<b>1</b>
<b>Notarized letter signed by the property owner acknowledging that the granting of this variance may increase the cost of flood insurance or otherwise affect its availability</b>	<b>1</b>
<b>Pre-application notes/minutes</b>	<b>1</b>
<b>Site Plan illustrating all of the following: a. All lot dimensions b. All existing and proposed structures (indicate setbacks and elevations) c. Location and elevation of any adjacent structures d. North arrow, date, and scale of drawing</b>	<b>1</b>  <b>(please include 14 copies of any documentation in color or larger than 11X17 to be handed out at the Planning Board and City Council meetings)</b>
<b>Location map depicting major streets in area for reference</b>	
<b>Completed Owner/Agent Affidavit, Notarized</b>	
<b>Application fee, check shall be made payable to "The City of Marco Island" in the amount of \$1,000.00</b>	

As the authorized agent/applicant for this petition, I attest that all of the information indicated on this checklist is included in this submittal package. I understand that failure to include all necessary submittal information may result in the delay of processing this petition.

\_\_\_\_\_  
Signature of Petitioner or Agent

\_\_\_\_\_  
Date