



ZONING & UTILITY CLEARANCE CERTIFICATE CONSOLIDATED APPLICATION

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

City Website: arcadia-fl.gov

Date Stamp

Fee: \$110.⁰⁰

R# _____

File No. : **24** - _____ **ZU**

The City administers single- and two-family construction certificates along with secondary site plan improvements which require BOTH a zoning and a system design confirmation through a consolidated Zoning and Utility Clearance Certificates. This eliminates the need to complete two separate applications. The consolidated review process ensures that local zoning district regulations and utility system design standards have been met as prerequisite to the unified City-County building permit review. After City approval of the Zoning and Utility Clearance Certificate Application, a copy of the approved plans and specifications must be included as part of your Desoto County Building Permit Application.

APPLICANT'S INFORMATION

(Agent or Contractor)

Name: _____

Organization: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Telephone No.: () _____

Email: _____

PROPERTY OWNER'S INFORMATION

(Leave Blank if Same as Applicant)

Name: _____

Organization: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Telephone No.: () _____

Email: _____

I. Type of Building Structure and Construction Activity Proposed (Check all development activities)

<input type="radio"/> New 1 & 2 family	<input type="radio"/> Manufactured	<input type="radio"/> Addition (Res.)	<input type="radio"/> Shed (over 1,000 s.f.)	<input type="radio"/> Garage
<input type="radio"/> Water Line	<input type="radio"/> Sewer Line	<input type="radio"/> Re-use Line	<input type="radio"/> Backflow Prev.	<input type="radio"/> Lift Station
<input type="radio"/> Driveway (Over 1,000 sq. ft.)	<input type="radio"/> Culvert	<input type="radio"/> Curb Cut	<input type="radio"/> Paved Area/Patio (Over 1,000 sq. ft.)	<input type="radio"/> Other _____

Other _____

II. Property Information

Parcel Address (if assigned): _____

Parcel Identification Number: _____

III. Land Use and Utility Standards

Is the property located within a Historic District: No Yes (if yes, please see staff for HPC application)

Zoning Map Designation: _____

Lot Size (sq. ft.): _____ Lot Length: _____ Lot Width: _____

Zoning Code Yard Setbacks:

Proposed Accessory Structure Setbacks:

_____ Front Yard
 (if corner lot) _____ Secondary Front Yard
 _____ Side Yard
 _____ Side Yard
 _____ Rear Yard
 _____ 10' Between Buildings
 (Per Code 110-631)

_____ Front Yard
 (if corner lot) _____ secondary Front Yard
 _____ Side Yard
 _____ Side Yard
 _____ Rear Yard
 _____ Between Buildings

Utility Information, please indicate which services (if any) and size of service line you are installing:

<input type="radio"/> Backflow Preventer	<input type="radio"/> Water Line	<input type="radio"/> Sewer Line	<input type="radio"/> Re-Use Line
Device: _____	Size: _____	Size: _____	Size: _____

IV. Property Improvement Documents – Please indicate all documents being submitted, including property survey, site development plans, drawings, engineered plans, photos, vender specification sheets for prefabricated materials.

<input type="radio"/> Property Survey	<input type="radio"/> Site Plan	<input type="radio"/> Building Elevation	<input type="radio"/> Drawings
<input type="radio"/> Engineered Plans	<input type="radio"/> Photos	<input type="radio"/> Vender Spec. Sheets	Other _____

SITE PLAN INFORMATION SHEET: ZONING AND UTILITY CERTIFICATE APPLICATION

V. Site Plan Requirements

1. Applications and site plans which lack essential information required by the City’s Code of Ordinances cannot be processed for technical utility and zoning compliance review and will be returned to you for completion.
2. Provide site plan information and project details, using grid sheet below, in a neat and legible format. If we are unable to read your handwriting, it may contribute to unnecessarily extending permit review processing time.
3. Reference your survey and plat information to ensure your improvements are within areas of legal ownership, and utility and service access are within approved easements and public right-of-ways.
4. We encourage you to utilize aerial photos, platting, and property information maintained by the DeSoto County Property appraiser’s Office. A property search can be performed at: www.desotopa.com/GIS/Search_F.asp

General Information to Provide on Site Plan

- North arrow
- Street names
- Property lines
- Right-of-ways
- Utility easements
- Identify primary building structures or points of reference
- Show measurement details in feet/inches

Fences and Walls

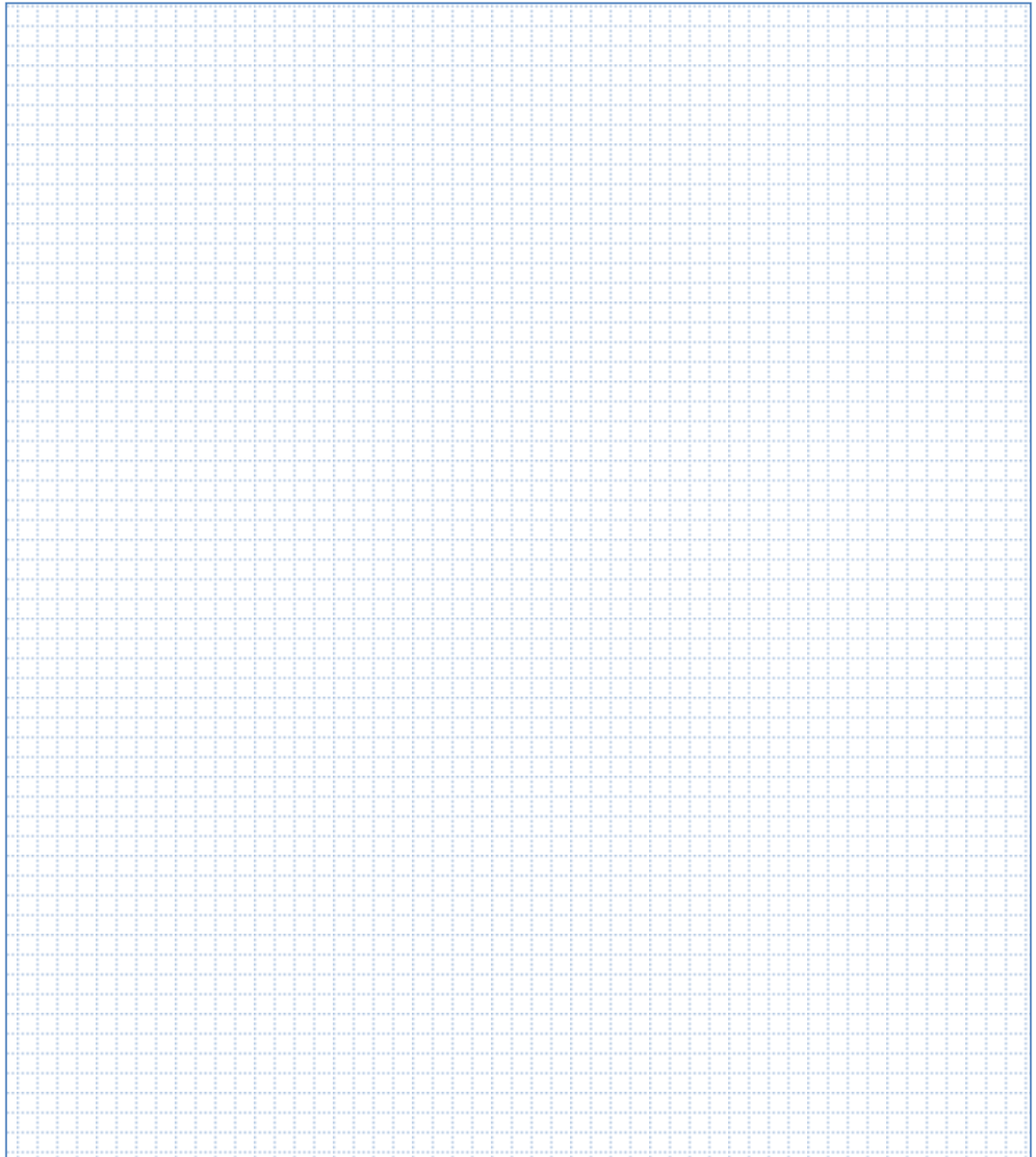
- Types of material
- Height of structure
- Location and linear runs of all fence lines

Sheds and Detached Covered Structures

- Placement in yard
- Footprint
- Height
- Length
- Width

Driveways, Sidewalks and Other Curb-Cuts

- Types of all surface stabilizing material
- Location, including length and width of infrastructure area
- Impervious surface coverage estimate
- Detailed cross-section depicting sub grade soils, base materials, and binder or surface courses



Planning and Zoning Review:

- Approved
- Denied

Zoning Inspector Signature

Date: _____

Utility Systems Review:

- Approved
- Denied

Utility Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:

Public Works Review:

- Approved
- Denied

Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:

Code Enforcement (First Inspection):

- Approved
- Denied

Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:

Code Enforcement (Final Inspection):

- Approved
- Denied

Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:
