

ZONING VERIFICATION LETTER: NON-RESIDENTIAL FARM BUILDING (ZLTR-NON RES)

Land Development Code 10.02.06 J.1.b

Administrative Code Chapter 4 L.2

APPLICANT CONTACT INFORMATION

Name of Property Owner(s): _____

Name of Applicant if different than owner: _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____

E-Mail Address: _____

Name of Agent: _____

Firm: _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____

E-Mail Address: _____

PROPERTY INFORMATION

(Fillable areas will expand for multi-line descriptions.)

Site Address: _____

Property ID Number: _____

Type of verification being requested: _____

Description of the existing use of the property:

Description of the proposed use of the property:

Description of the proposed non-residential farm building:

SUBMITTAL REQUIREMENTS

See Chapter 4 L.2 of the Administrative Code for submittal requirements. The following items are to be completed and submitted via the GMD Portal. **Incomplete submittals will not be processed or accepted.**

- ☒ Completed Application.
- ☒ [Property Ownership Disclosure Form.](#)
- ☒ A survey or sketch, drawn-to-scale, shall show property boundaries, dimensions, existing easements or rights-of-way, and the location of water bodies or jurisdictional wetlands. Information regarding the location of the existing and proposed buildings, identifying the separation distances between buildings, and the setbacks to the proposed nonresidential farm building shall also be illustrated.
- ☒ Proof of compliance with floodplain construction standards.
- ☒ Proof of Bona Fide Farm Operation:
 - Farm Serial Number assigned by the USDA Farm Services; or
 - Documentation that the land has an Agricultural Exemption through the Collier County Appraiser's Office; or
 - Description and any supporting documentation to confirm that the property is a Bona Fide Farm Operation, as defined by FS § 823.14.
 - A signed affidavit, stating that the proposed structure is exempt from the requirements for a Building Permit per FS § 553.73.
 - Additional materials may be requested by the staff planner if necessary.

FEE REQUIREMENTS

Zoning Verification Letter (identified on Fee Schedule as Zoning Confirmation Letter):

- ☒ **Standard Response:** \$100.00 (includes up to 1 hour research)
- ☐ **Extended Research:** \$100.00 per hour (any response with research in excess of 1 hour)

***The completed application, all required submittal materials, and fees shall be submitted to:**

Growth Management Community Development Department | GMCD Portal:

<https://cvportal.colliercountyfl.gov/cityviewweb>

Questions? Email: GMDclientservices@colliercountyfl.gov

Applicant Signature _____

Date _____

Please be advised that the zoning letter is based upon the available records furnished by Collier County and what was visible and accessible at the time of inspection. This report is based on the Land Development Code that is in effect on the date the report was prepared. Code regulations could be subject to change. While every attempt has been made to ensure the accuracy or completeness, and each subscriber to or user of this report understands that this department disclaims any liability for any damages in connection with its use. In addition, this department assumes no responsibility for the cost of correcting any unreported conditions.