



Kevin Ruane
District One

Cecil L. Pendergrass
District Two

Ray Sandelli
District Three

Brian Hamman
District Four

Mike Greenwell
District Five

Dave Harner, II
County Manager

Richard Wm. Wesch
County Attorney

Donna Marie Collins
County Hearing
Examiner

November 26, 2024

D. Wayne Arnold, AICP
Q. Grady Minor & Associates, P.A.
3800 Via Del Rey
Bonita Springs, FL 34134

Re: Administrative Approval

ADD2024-00183
Project Name: Heritage Creek RPD

Mr. Arnold,

The Zoning Section has reviewed the submission package for the above-referenced application in accordance with the submittal requirements contained in the Lee County Land Development Code (LDC). Please be advised that the application is insufficient at this time. The insufficiency comments must be addressed within thirty (30) calendar days of this letter, or the case will be considered withdrawn in accordance with the LDC.

Legal Description

Land Development Code Sec. 34-203(a). - Submittal requirements for administrative action applications.

Section 34-203(a)(5) - STRAP (Section, Township, Range, Area, Parcel) number for the subject property. The subject property is a portion of property within one STRAP, and in addition to the STRAP number, a metes and bounds legal description must also be as follows: A metes and bounds legal description along with a sketch of the legal description, prepared by a Florida Licensed Surveyor and Mapper, must be submitted, unless the property consists of one or more undivided lots within a subdivision platted in accordance with F.S. Ch. 177. If the subject property is one contiguous parcel, the legal description must specifically describe the entire continuous perimeter boundary of the property subject to the zoning action with accurate bearings and distances for every line.

Please provide the required sketch of the subject property.

Please feel free to contact me at (239) 533-8350 or BSchroeder@leegov.com if you have any questions.

Sincerely,

Department of Community Development, Zoning Section
Brianna Schroeder
Technician I