



Board of County Commissioners

Kevin Ruane
District One

February 3, 2025

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District Two

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District Three

Brian Hamman
District Four

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District Five

Dave Harner, II
County Manager

Richard Wm. Wesch
County Attorney

Donna Marie Collins
County Hearing
Examiner

Robert Marzzacco
2002 Irving Avenue
Alva, FL 33920

Re: Residential Accessory Structure
Case Number: ADD2025-00008

Mr. Marzzacco,

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comments must be addressed within thirty (30) calendar days of this letter, or the case will be considered withdrawn in accordance with the LDC.

Zoning

- 1) Affidavit of Authorization: Land Development Code (LDC) [Section 34-203\(a\)\(3\)](#) establishes the submittal requirements for administrative action applications, please provide the Affidavit of Authorization. This can be found on the [Lee County](#) website, you may select the attached hyperlink (connected to "Lee County") to obtain this affidavit.
- 2) Disclosure of Interest: Number six on the Disclosure of Interest form is intended to provide staff with information that a Lee County Employee, County Commissioner, or Hearing Examiner has any interest in the subject property. Please verify if either of the names listed on this form is currently in either of these positions, if either of the individuals are not in neither of these positions, please correct the form and leave number six blank.
- 3) Application: Please correct number ten on the application to indicate that this area is in the "Urban Community" Future Land Use category.

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

Sincerely,

Brianna Schroeder, Planner
Department of Community Development
Zoning Section