



Town of Fort Myers Beach

2525 Estero Blvd Fort Myers Beach, Florida 33931
Phone: 239-765-0202 Fax: 239-765-0909

Certificate of USE Application

Official Use Only:

Permit # **USE** _____

Zoning: _____

New Business Location Change of Ownership

Business Name: _____

Business Address: _____ Strap No. _____

Business Owner Name: _____

Mailing Address: _____

Email Address: _____ Telephone Number: _____

Property Owner Name: _____

Business Type (Check one):

Food Service

Food Service with Alcohol

Retail

Medical Office

Hotel/Motel/Bed & Breakfast

Office

Other: _____

Total Parking Spaces: _____

Parking Spaces assigned by Lease: _____

Hours of Operation: _____

Total Square Footage of Space: _____

Number of Seats (Restaurants Only): _____

Outdoor Seats (Restaurants Only): _____

Business Description (Please provide a detailed description of the type and intent of your business):

ADDITIONAL INFORMATION / SUBMITTAL REQUIREMENTS:

- A. Submit completed form.
- B. Application fee of \$100.
- C. Floor Plan showing the existing layout of your space. Indicate the size of the space, including existing walls, partitions, counters, electrical layout, plumbing fixtures, doorways, restrooms, etc.
- D. A site plan showing location of the structure, unit location, and parking diagram indicating the location of all parking spaces on the property. If your location is in a multiple occupancy complex, please indicate on the parking diagram which spaces are allocated to your unit.
- E. Garbage collection verification. You are required by [Lee County Ordinance #95-19](#) to make provisions for garbage collection for your business. This could be a copy of your garbage bill, copy of your lease which states landlord will provide garbage collection services, etc.
- F. Completed [Lee County Business Tax Receipt Application](#).
- G. Copy of Lease or Authorization Letter from property owner. (If applicable)
- H. Submit in person to Town of Fort Myers Beach, 2525 Estero Blvd., Fort Myers Beach, FL 33931 or via email to permits@fortmyersbeachfl.gov.

The undersigned applicant agrees to comply with the Town of Fort Myers Beach Land Development Code [LDC Sec. 34 Article III Division 2](#) and any other applicable codes.

Applicant Signature

Print Name

Date