

# City of Naples Streets and Stormwater

## If You Receive a Noncompliance Letter

The following instructions are provided to help you understand what to do and what you can expect after receiving a letter.

### Understand the violations

Be sure you understand what the violations are and what must be done to correct them. If the letter states the exact objects in the right of way, look in front of your home and determine if indeed there are such objects there. If the letter does not state the specific object of concern in the right of way, look in front of your home and see if there is anything other than grass and approved trees or shrubs; if there, that is perhaps the offending item. These objects may be such items as rocks, reflectors, ropes, chains, posts, etc.

Sometimes address mistakes are made and the wrong owner receives a letter. If this is the case, please call us to let us know.

If you find any objects in the right of way, please remove them immediately. If you have a permit for the said objects, please call us (239) 213-5004 or send us a copy at [amannix@naplesgov.com](mailto:amannix@naplesgov.com). We may have been unable to find the hardcopy of the permit.

Consider asking questions of your code officer so that you have a better understanding of the code and can move forward with compliance to correct the issue. The direct telephone number for the code office is (239) 213-5032.

### Know your compliance date

Be sure you know the compliance date, which is the date by which you must correct the violations. This is 15 days after the letter is received. For more serious health or safety issues, you may be granted only a few days.

### If you need an extension of time

If you find that you need to request an extension of time to correct the violations, contact us immediately at (239) 213-5004.

### Report when compliance is achieved

Contact us immediately when you have corrected the violation at (239) 213-5004.

### Report you no longer own the property

If you receive a letter for a property that you no longer own, contact us at (239) 213-5004. In some cases there can be a time gap from when a property is sold to when the property appraiser's data base is updated.



### **What if I wish to keep objects in the Right of Way?**

Permits are required for all work performed in any right-of-way or easements within the City of Naples provided for public use and a responsibility of the City. Some objects may be permitted in the right of way on an individual basis. To make this request, a Public Right-of-Way Permit Application is required. The process is discussed on the City website at: <http://www.naplesgov.com/index.aspx?nid=109> . The permit form is available at <http://www.naplesgov.com/DocumentCenter/View/46733> . Please fill it out, bring it to 295 Riverside Circle, Naples, FL 34102 with the specified fees, or follow the on-line application process.

### **What are the Standards for placing objects in the Right of way?**

The City has a Right of Way Handbook which can be found at:  
<http://www.naplesgov.com/DocumentCenter/Home/View/9641> .

### **Would you permit rocks, or reflectors, or posts, etc. in the Right of Way?**

Generally, the answer is no. However, in certain circumstances approval is warranted. If exceptions are made for one property, without special circumstances, then the right of way becomes cluttered and unsafe. Rocks, posts, rebar, chains, signs, etc. can be dangerous due to tripping hazards, bicycling incidents, and even vehicular accidents. Cities have risk management standards which must be maintained to help taxpayers avoid unnecessary legal expenses.

### **What of Contractors are driving on the grass in the Right of Way?**

If one does request to place a delineation protective device in the right of way due to nearby construction, and it is approved, the following is the specification that must be met:

- “2-3” plastic PVC pipe installed no greater than 42” vertically above surrounding ground surface and placed 18” horizontally from the edge of existing pavement.
- PVC pipes shall be placed 8 feet apart on center, maintain two 2” bands of reflective tape around the circumference of each installed pipe no greater than eight inches from the capped top, and shall be capped and black or dark green in color.