



COLLIER COUNTY GOVERNMENT  
GROWTH MANAGEMENT DIVISION  
[www.colliergov.net](http://www.colliergov.net)

2800 NORTH HORSESHOE DRIVE  
NAPLES, FLORIDA 34104  
(239) 252-2400

### Pre-Application Meeting Notes

Petition Type: SDP  
Date and Time: THU 6/8/2017 1:30-2:30 PM

Assigned Planner: CHRISTINE WILLOUGHBY

Engineering Manager (for PPL's and FP's): \_\_\_\_\_

#### Project Information

Project Name: Springs at Sabal Bay  
PL #: 20170001881  
Property ID #: 71750000402 Current Zoning: SABAL BAY PUD  
Project Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Applicant: \_\_\_\_\_  
Agent Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Agent/Firm Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Property Owner: CDC LAND INVESTMENTS INC

Please provide the following, if applicable:

- i. Total Acreage: 34.19
- ii. Proposed # of Residential Units: 340
- iii. Proposed Commercial Square Footage: \_\_\_\_\_
- iv. For Amendments, indicate the original petition number: \_\_\_\_\_
- v. If there is an Ordinance or Resolution associated with this project, please indicate the type and number: ORD NO 05-59, AS AMENDED
- vi. If the project is within a Plat, provide the name and AR#/PL#: SABAL BAY COMMERCIAL PLAT - PHASE ONE



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Zoning -

Development standards per Ord No. 12-12, Section 3.5, Table I under Multi-family category. Provide all calculations required for setback determination. If utilizing "common architectural theme" for building separation (per note # 4) provide this information.

Parking requirements per LDC Section 4.05.04.G, Table 17 - "Multi-Family dwellings", and "Swimming pool" requirements. Provide the number of garage parking spaces separate from outside parking.

Identify each building type on the civil plan set to correspond with your floor plans.

No chainlink fencing is allowed per LDC Section 5.03.02.G.1.

Provide a phasing plan with the civil plan set. Applicant will need to submit for a CPP (Construction Phasing Plan) - must be approved before the SDP can be approved.

Temp Lease Trailer (Sales Trailer) will require a SIP submittal.



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Impact Fees - Existing CDA for ROAD concurrently -  
NO ROAD impact fees Required for approval of  
SDP. All impact fees will be due prior to C.O.  
except fire which is at building permit issuance.  
See Impact fee schedule for multi-family units.

Fire Review NFPA 1-18 Site Access &  
Water Supply HAND-OUT GIVEN *lf*

Landscapes Follow all PD requirements,  
VMA landscape required, FURNISH PLANTING REQUIREMENTS.  
IRRIGATION MAY REQUIRE. 100% NATIVE REQUIRED  
~~PLANT~~ FOR REQUIRED PLANTINGS. NO UNITS IN ISLANDS.  
12.5' ~~FROM~~ RV LIGHTS & TREES. SHOW VISIBILITY  
TRIANGLES. 10' BUFFER 20' WIDE UNLESS OTHERWISE  
NOTED IN PD

Transportation - No concurrency finding  
required. All residential units for Sabal  
Bay DRI are vested. Provide TIS for  
operation issues only - turn lanes and  
lengths. Left-turn lane exists. Provide  
right-turn lane plus compensating flow.  
\$500 methodology review fee only.  
No other TIS review fees.



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- R.O.W. Label all roadways as County "Pub/R" or private roadways.
- Add a note on the plan stating "R.O.W. permit required for any work/maintenance performed within the R.O.W."
- Label/dimension proposed accesses) please dimension throat depth, lane width + curb radii. all have to be within R.O.W. Construction Standards.
- Show R.O.W. lines on plans + compensating R.O.W. for turn lane
- UTILITIES : SEE ATTACHED NOTES
- \* Environmental - Soil/Groundwater testing required per 3.08.00 A.4.d.i. of LDC. Standard LSPA info per 3.05.10 LDC. Standard exotic removal note (3.05.08). Listed Species Survey.
- \* Pathways - Sidewalk required along all frontages. Thomasen Ave, Thomasen Blvd and Cardinal Way are all frontages. Pedestrian Access. Crosswalks and truncated cone mats. Handicap parking. Attach details.



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### Meeting Notes

Stormwater:

PL20170001881-SDP

Site in Zone AE-8, FF BFE + 1 or 100yr design flood elevation, whichever is greater. Part of existing ERP 11-02003-P (Sabal Bay). Update land use summary showing existing and proposed pervious and impervious areas. Report and calculations submitted to SFWMD for the ERP Modification should be submitted to County. Provide full stormwater engineering report, with water quality calculations, routings and discharge rates, as applicable. Site in Lely Canal Basin, max discharge rate 0.06 cfs/acre. Include storm sewer pipe sizing calculations, as applicable. Include paving and drainage details, provide ownership/ maintenance or stormwater management system and site infrastructure notes and standard easement note, engineering stormwater checklist, opinion of cost for site work. Plans must be in NAVD datum.

Excavation permit will be required for lake.

ARCHITECTURE - PUB, SABAL BAY, CLUBHOUSE  
REVIEW (3) PRIMARY FACADES, LEFT/RIGHT/REAR,  
PUD COMMITMENTS, (DEVIATION & ROOF COLORS),  
COLLIER COUNTY COLOR STD'S APPLY TO BUILD.,  
MECH. SCREENING



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DESCRIPTION OF PROPOSED PROJECT OR AMENDMENT

On a separate sheet attached to the application, provide a cover letter describing in detail the proposed project or proposed changes, including any discussions with the assigned planner that may be pertinent to the review of the application, and the sheet numbers of the plans affected by the change if applicable.

ADJACENT ZONING & LAND USE

	Zoning	Land Use
N		
S		
E		
W		

Pre-Application Meeting and Submittal Requirement Checklist for:  
Site Development Plan (SDP) or Site Development Plan Amendment (SDPA)  
Chapter 4 of the Administrative Code

The following Submittal Requirement checklist is to be utilized during the Pre-Application Meeting and at time of application submittal. See Chapter 4 of the Administrative Code for submittal requirements. **Incomplete submittals will not be accepted.**

REQUIREMENTS FOR REVIEW	# OF COPIES	REQUIRED	NOT REQUIRED
<b>STANDARD REQUIREMENTS:</b>			
Completed Application (download current form from the County website)	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cover Letter explaining the project	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Completed Addressing Checklist</u>	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pre-application meeting notes	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Development Plan (SDP or SDPA) (signed & sealed) including cover sheet	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PUD Monitoring Schedule	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PUD monitoring report	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
PUD Ordinance and Development Commitment Information, as applicable (digital only)	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Affidavit of Authorization</u> & Evidence of Authority	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Boundary and Topographic Survey ( <b>less than 6 months old</b> )	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Opinion of Title or property owner statement/Affidavit	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Recorded Deed or contract for sale (non-recorded deeds or Property Appraiser print-outs will not be accepted)	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fee Calculation Worksheet & Review fees, signed	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Site Development Plans (DWG or DFX format) on CDROM disc in State Plane NAD83 feet Florida Ease Coordinates	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>





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ARCHITECTURAL OR NON-ARCHITECTURAL REVIEW:	# OF COPIES	REQUIRED	NOT REQUIRED
<p>For projects subject to Architectural Review:</p> <p>Architectural plans must be 1/8" scale minimum (signed &amp; sealed), including:</p> <ul style="list-style-type: none"> <li>✓ Every Façade of each building must be shown on Architectural plans</li> <li>✓ Building cross sections or typical wall sections</li> <li>✓ Dumpster details: height, material and color</li> <li>✓ Light pole details or cut sheet: height, material and color</li> <li>✓ Color paint chips and roof color paint chips or samples</li> <li>✓ Floor plans and building elevations</li> <li>✓ One color rendering of proposed building</li> </ul> <p>This project qualifies for a separate "Alternative Architectural Design" submittal per 5.05.08.F. Additional fees (\$500.00) and submittal application is required.</p>	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>For projects <b>NOT</b> subject to Architectural Review:</p> <p>For projects not requiring architectural review: Floor plans and elevations with dimensions. This information, showing floor area by use, is intended only to determine that the use is compatible with the zoning, establish parking requirements, and show building height measurements meeting Code. Full architectural or construction drawings are not needed.</p>	6	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>COA:</b>			
Completed Certificate of Adequate Public Facilities Application, including the application fee and estimated Transportation Impact Fee calculations.	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>FIRE:</b>			
Location of existing and proposed fire hydrants	2	<input type="checkbox"/>	<input type="checkbox"/>
Fire Flow tests from Fire Department (no more than 6 months old)	2	<input type="checkbox"/>	<input type="checkbox"/>
Information in the Standard Building Code, type of construction, total square footage under roof, occupancy/use, fire sprinkler data, PLEASE INCLUDE THIS INFORMATION ON EITHER THE COVER PAGE OR SHEET 1 OF THE SITE PLANS	2	<input type="checkbox"/>	<input type="checkbox"/>
<b>ENVIRONMENTAL:</b>			
Environmental Data Requirements	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Conservation easement including signed and sealed legal description and boundary survey for preserve – include protective language, sketch and description in construction plans; contact review staff for current version	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Listed Species Survey; less than 12 months old. Include copies of previous surveys	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Preserve Management Plan – provided on the site plan	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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TRANSPORTATION:	# OF COPIES	REQUIRED	NOT REQUIRED
Transportation Impact Study or waiver (with applicable fees)	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>operations only</i>			
<b>STORMWATER:</b>			
Engineer's Report, signed & sealed, with assumptions and explanations, by a Florida registered professional engineer containing the following:			
<ul style="list-style-type: none"> <li>✓ Completed calculations used to design the facilities, including but not limited to all water, sewer, road, water management systems, and all accessory facilities, public or private;</li> <li>✓ Drainage calculations including 10 year 1 day; 25 year 3 day; 100 year 3 day storm routings</li> <li>✓ Detailed hydraulic grade line pipe design calculations utilized to design the stormwater management facilities for the subdivision or development;</li> <li>✓ Geo-technical report with soil boring results</li> <li>✓ Engineering Review Checklist, signed and sealed by the applicant's professional Engineer;</li> <li>✓ Engineer's Opinion of probable cost (Paving, grading, Drainage)</li> <li>✓ Status of all other required permits including copies of information and data submitted to the appropriate permitting agencies.</li> </ul>	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>UTILITIES:</b>			
If within Collier County Public Utilities Service Area- Engineer's Report, signed & sealed, containing the following:			
<ul style="list-style-type: none"> <li>✓ Estimated cost of utilities construction, Water &amp; Sewer calculations</li> <li>✓ Sewer Hydraulics</li> <li>✓ Lift station hydraulics to first downstream master station</li> <li>✓ Lift station buoyancy calculations</li> <li>✓ Chloramine Dissipation Report</li> <li>✓ Detailed hydraulic design calculations utilized to design the water and sewer facilities regulated by the County.</li> </ul>	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water and/or Sewer availability letter	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DEP utility installation permits (water/sewer)	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water Meter Sizing Form	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>LIGHTING:</b>			
<u>Lighting Plans</u> , signed and sealed by a professional Engineer licensed to practice in the State of Florida or the utility provider	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>LANDSCAPE &amp; IRRIGATION:</b>			
<u>Landscape &amp; Irrigation Plans</u> , signed and sealed by a landscape architect registered in the State of Florida	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>





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SCHOOL CONCURRENCY:	# OF COPIES	REQUIRED	NOT REQUIRED
Estimated School Impact Analysis Application – residential projects only (download the School Impact Analysis Application from website)			
<u>School Concurrency</u> - If the proposed project includes a residential component, you are required to contact the School District of Collier County at 239-377-0267 to discuss school concurrency requirements.	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>OTHER:</b>			
Electronic copies of all documents and plans in PDF Format and a CD of plans in CAD Format	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>OTHER COLLIER COUNTY PERMITS (IF REQUIRED THEY MUST BE SEPARATE APPLICATIONS)</b>			
Right-of-Way permit application (County/FDOT)		<input type="checkbox"/>	<input type="checkbox"/>
Blasting Permit (BLST)		<input type="checkbox"/>	<input type="checkbox"/>
Early Work Authorization (EWA)		<input type="checkbox"/>	<input type="checkbox"/>
Excavation Permit (EX)		<input type="checkbox"/>	<input type="checkbox"/>
Vegetation Removal and Site Filling Permit (VRSFP)		<input type="checkbox"/>	<input type="checkbox"/>
<b>OTHER AGENCIES PERMITS (MAY BE REQUIRED):</b>			
Permits: All Federal, State and local permits, including but not limited to the following, shall be submitted prior to construction and before the pre-construction meeting. If approved by the County Manager or designee, an applicant may submit Federal, State and local agency permits at the pre-construction meeting. <ul style="list-style-type: none"> <li>SFWMD Permit, Permit Modification, or waiver, including staff report exhibits;</li> <li>DEP utility installation permits, water/sewer;</li> <li>Right-of-Way Permit; and</li> <li>US Army Corps of Engineers permit and exhibit, if applicable.</li> </ul>	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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Fee Calculation Worksheet

Site Development Plan (SDP) Review Fees	Site Development Plan Amendment (SDPA) Review Fees
<input checked="" type="checkbox"/> <b>Residential only:</b> Base fee of \$5,000.00, plus \$100.00 per residential structure, and \$40.00 per dwelling unit. <b>Number of Buildings:</b> _____ <b>Number of D/U:</b> _____ <b>\$</b> _____	<input type="checkbox"/> <b>Residential only:</b> Base fee of \$2,500.00, plus \$100.00 per residential structure, and \$40.00 per dwelling unit. <b>Number of Buildings:</b> _____ <b>Number of D/U:</b> _____ <b>\$</b> _____
<input type="checkbox"/> <b>Non-residential only:</b> Base fee of \$5,000.00, plus \$200.00 per non-residential structure, and \$0.10 per sq.ft. <b>Number of Buildings:</b> _____ <b>Total Square Footage:</b> _____ <b>\$</b> _____	<input type="checkbox"/> <b>Non-residential only:</b> Base fee of \$2,500.00, plus \$200.00 per non-residential structure, and \$0.10 per sq.ft. <b>Number of Buildings:</b> _____ <b>Total Square Footage:</b> _____ <b>\$</b> _____
<input type="checkbox"/> When a building consists of both residential and non-residential (commercial, retail, office) uses, the following fees will apply: <ul style="list-style-type: none"> <li>• \$5,000.00 Base fee for SDP</li> <li>• \$200.00 per structure</li> <li>• \$40.00 per residential dwelling unit</li> </ul> \$0.10 per square foot of non-residential floor area except for parking garage structures shall be calculated at \$0.05 per gross square foot of floor area (sq.ft. _____ x \$0.10) (sq. ft. _____ x \$0.05) \$ _____	<input type="checkbox"/> When a building consists of both residential and non-residential (commercial, retail, office) uses, the following fees will apply: <ul style="list-style-type: none"> <li>• \$2,500.00 Base fee for SDPA</li> <li>• \$200.00 per structure</li> <li>• \$40.00 per residential dwelling unit</li> </ul> \$0.10 per square foot of non-residential floor area except for parking garage structures shall be calculated at \$0.05 per gross square foot of floor area (sq.ft. _____ x \$0.10) (sq. ft. _____ x \$0.05) \$ _____
<input checked="" type="checkbox"/> <b>Fire Review:</b> \$200.00	<input type="checkbox"/> <b>Fire Review:</b> \$150.00



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**Utility Plan Review and Inspections:**

- ☒ Construction Document Review: 0.75% of probable water and/or sewer construction costs  
Cost Estimate \$ \_\_\_\_\_ \$ \_\_\_\_\_
- ☒ Construction Inspection: 2.25% of probable water and/or sewer construction costs (due prior to pre-con meeting)  
Cost Estimate \$ \_\_\_\_\_ \$ \_\_\_\_\_

**Engineering Site Plan Review:**

- ☒ Construction Document Review: 0.75% of probable Paving, Grading, Drainage, Lighting, Code Minimum Landscaping, and any other appurtenant cost of construction.  
Cost Estimate \$ \_\_\_\_\_ \$ \_\_\_\_\_
- ☒ Construction Inspection: 2.25% of probable Paving, Grading, Drainage, Lighting, Code Minimum Landscaping, and any other appurtenant cost of construction (due prior to pre-con meeting)  
Cost Estimate \$ \_\_\_\_\_ \$ \_\_\_\_\_

**Traffic Impact Study Review:**

- ☒ Methodology Review: \$500.00, to be paid directly to Transportation at the Methodology Meeting\*  
\*Additional Fees to be determined at Methodology Meeting \$ 500
- ☒ Minor Study Review: \$750.00 \$ 60
- ☒ Major Study Review: \$1,500.00 \$ 7

**Utilities:**

- ☒ Utility Modeling and Analysis fee: \$1,000.00 (only applies if zoned PUD or DRI) \$ \_\_\_\_\_

**Environmental:**

- ☐ Site Clearing Permit: \$250.00 for the first acre or fraction of an acre and \$50.00 for each additional acre or fraction of an acre (\$3,000.00 maximum) # of acres \_\_\_\_\_ \$ \_\_\_\_\_
- ☒ Listed or Protected Species Review, when an EIS is not required: \$1,000.00 \$ \_\_\_\_\_
- ☐ Conservation Easement Review: \$300.00 application fee plus the following additional site fee:
- \$200.00 for CE acres less than 5 acres;
  - \$400.00 for CE acres between 5 and 10 acres;
  - \$600.00 for CE area greater than 10 acres and less than 20 acres;
  - \$800.00 for CE areas between 20 and 50 acres; and
  - An additional \$200.00 for every 40 acres of CE over 50 acres. # of acres \_\_\_\_\_ \$ \_\_\_\_\_

**Other:**

- ☐ COA Review: \$200.00 plus \$25.00 per residential dwelling unit, or \$25.00 per 1,000 sq. ft. Commercial (\$5,000.00 maximum).
- ☐ School Concurrency Review, if required: \$ \_\_\_\_\_
- \* Mitigation Fees, if applicable, to be determined by the School District in coordination with the County



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☐ Other Fee, if applicable:

\_\_\_\_\_  
\$ \_\_\_\_\_  
\_\_\_\_\_

Fee Subtotal \$ \_\_\_\_\_  
Pre-application fee credit, if applicable \$ \_\_\_\_\_  
Total Fees Required: \$ \_\_\_\_\_

\_\_\_\_\_  
*Applicant/Agent Signature*

\_\_\_\_\_  
*Date*

*All checks payable to: Board of County Commissioners*

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

**Growth Management Department/ Development Services**  
ATTN: Business Center  
2800 North Horseshoe Drive  
Naples, FL 34104



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## AFFIDAVIT OF AUTHORIZATION

FOR PETITION NUMBERS(S) \_\_\_\_\_

I, \_\_\_\_\_ (print name), as \_\_\_\_\_ (title, if applicable) of \_\_\_\_\_ (company, If applicable), swear or affirm under oath, that I am the (choose one) owner \_\_\_\_\_ applicant \_\_\_\_\_ contract purchaser \_\_\_\_\_ and that:

1. I have full authority to secure the approval(s) requested and to impose covenants and restrictions on the referenced property as a result of any action approved by the County in accordance with this application and the Land Development Code;
2. All answers to the questions in this application and any sketches, data or other supplementary matter attached hereto and made a part of this application are honest and true;
3. I have authorized the staff of Collier County to enter upon the property during normal working hours for the purpose of investigating and evaluating the request made through this application; and that
4. The property will be transferred, conveyed, sold or subdivided subject to the conditions and restrictions imposed by the approved action.
5. We/I authorize \_\_\_\_\_ to act as our/my representative in any matters regarding this petition including 1 through 2 above.

**\*Notes:**

- If the applicant is a corporation, then it is usually executed by the corp. pres. or v. pres.
- If the applicant is a Limited Liability Company (L.L.C.) or Limited Company (L.C.), then the documents should typically be signed by the Company's "Managing Member."
- If the applicant is a partnership, then typically a partner can sign on behalf of the partnership.
- If the applicant is a limited partnership, then the general partner must sign and be identified as the "general partner" of the named partnership.
- If the applicant is a trust, then they must include the trustee's name and the words "as trustee".
- In each instance, first determine the applicant's status, e.g., individual, corporate, trust, partnership, and then use the appropriate format for that ownership.

Under penalties of perjury, I declare that I have read the foregoing Affidavit of Authorization and that the facts stated in it are true.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

STATE OF FLORIDA  
COUNTY OF COLLIER

The foregoing instrument was sworn to (or affirmed) and subscribed before me on \_\_\_\_\_ (date) by \_\_\_\_\_ (name of person providing oath or affirmation), as \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

STAMP/SEAL

\_\_\_\_\_  
Signature of Notary Public

# Pre-Application Meeting Utilities Review Checklist/Notes

---

- Irrigation source: Potable / Other
- Water Meter Sizing Form required? Yes / No
- Master metered? Yes / No  
CUE outside of (but contiguous to) ROW required for master meter and backflow assembly.
- Fire service system provided? Yes / No  
All private fire service systems require a backflow preventer with a leak detection meter per W-8, W-11, or W-11A.
- Separate fire service connection? Yes / No  
Alternative to passing fire flow through master meter for commercial projects only.
- Loop water distribution system to avoid dead ends? Yes / No  
Provide two independent connections to source main (unless served by a master meter) or stub-out for future development.
- Gap configuration or TBF required? Yes / No  
Gap configuration required for more than 50 LF of 4" or larger pipe. TBF required to bring combustibles onsite prior to preliminary utilities acceptance.
- Who will install the service lead and meter box? County / Contractor  
County will typically install services  $\leq 2"$ .
- Who will install the meter and backflow preventer? County / Contractor  
County will install services  $\leq 2"$ . Contractor will install  $\geq 3"$ .
- Maintenance driveway required for meter? Yes / No  
10'x16' grass driveway over 6" compacted limerock per W-14A is required within CUE for meters  $\geq 3"$ .
- Who will own and maintain the onsite potable water system? County / Property Owner (Association) TBD
- Who will own and maintain the onsite sanitary sewer system? County / Property Owner (Association) TBD
- TBO(s) and BSP(s) required? Yes / No  
Required for PWS main extensions.
- AFD(s) required? Yes / No  
Required at each dead end and, if applicable, also near the midpoint of a looped PWS main (unless adequate consumption to maintain minimum residual chloramine is anticipated at the time of County acceptance). Not required for private service mains.
- Documentation of existing private pump station capacity required? Yes / No
- Wastewater system capacity report required? Yes / No
- Grease trap required for food prep? Yes / No
- Oil separator required for floor drains in a vehicle maintenance center, body shop, machine shop, vehicle storage facility, or facility that utilizes petroleum based products? Yes / No
- FDEP permit required for water? Yes / No TBD  
Required for PWS main extensions. Exceptions include replacement of existing water main in same location and at same size, no more than 2 sizes larger, or minimum size per RSWW; relocation of up to 100 LF of water main; discontinuing use of any existing water main; installation or alteration of any valve, flow meter, or backflow preventer; installation or alteration of any fire hydrant or hydrant lead; as well as installation or alteration of any water service line to a single building, including fire and irrigation lines.



○ FDEP permit required for sewer? Yes/ No

Required for construction or modification of any collection/transmission system. Exceptions include replacement of existing facilities at same capacity and location as well as construction of any individual service connection from a single building to a gravity collection system.

○ Outstanding Final Acceptance Obligations? Yes/ No

○ Include the following notes in the plans:

- ✓ Note who will install the meter.
- ✓ Note who will install the service lead and meter box.
- ✓ Note on the plans that all costs and expenses of any and all repairs, replacements, maintenance and restorations of aboveground improvements permitted within a CUE shall be the sole financial responsibility of the grantor, its successors or assigns.
- ✓ Note that the final meter size shall be determined by Public Utilities.
- ✓ Note as to who owns and maintains the onsite potable water, non-potable irrigation water, and wastewater systems.
- ✓ The dedication block on the cover sheet of the plat shall contain appropriate language for all County Utility Easements (CUE).
- ✓ Note all required inspections require a 48 hour notice (see Utility Ordinance 2014-31, Section 9.4.2.2)

○ Common mistakes:

- ✓ Use 350 GPD per residence for water demand (F.A.C. 64E-6.008 for non-residential).
- ✓ Use 250 GPD per residence for sewage flow (F.A.C. 64E-6.008 for non-residential).
- ✓ Use latest details (revised 1/1/2015) and include all that apply.
- ✓ Pump station sites must account for PUEs and vegetative screening.
- ✓ Separate irrigation system improvements must be provided.
- ✓ Pressure mains must be setback 7.5' min. from BOC, drainage structures, and trees.
- ✓ Separation distances are measured out-to-out.
- ✓ Setbacks are measured to the centerline of the pipe.

○ Clarification:

- ✓ Cost estimate may exclude fire sprinkler service lines downstream of the backflow preventer but must include fire mains serving on-site fire hydrants. FDCs, PIVs, and check valves may be excluded.
- ✓ Cost estimate may exclude grease traps and oil separators, which are permitted and inspected separately.



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(239) 252-2400

Pre-Application Meeting Sign-In Sheet

PL #: \_\_\_\_\_

Collier County Contact Information:

Name	Review Discipline	Phone	Email
<input type="checkbox"/> Craig Brown	Environmental Review	252-2548	CraigBrown@colliergov.net
<input checked="" type="checkbox"/> David Anthony	Environmental Review	252-2497	davidanthony@colliergov.net
<input type="checkbox"/> Summer Araque	Environmental Review	252-6290	summerbrownaraque@colliergov.net
<input checked="" type="checkbox"/> Steve Baluch, P.E.	Transportation Planning	252-2361	StephenBaluch@colliergov.net
<input checked="" type="checkbox"/> Laurie Beard	Transportation Pathways	252-5782	Lauriebeard@colliergov.net
<input type="checkbox"/> Rachel Beasley	Zoning Services	252-8202	rachelbeasley@colliergov.net
<input type="checkbox"/> Marcus Berman	County Surveyor	252-6885	MarcusBerman@colliergov.net
<input type="checkbox"/> Mark Burtchin	ROW Permitting	252-5165	markburtchin@colliergov.net
<input type="checkbox"/> George Cascio	Utility Billing	252-5543	georgescascio@colliergov.net
<input type="checkbox"/> Heidi Ashton Cicko	Managing Asst. County Attorney	252-8773	heidiashton@colliergov.net
<input type="checkbox"/> Sue Faulkner	Comprehensive Planning	252-5715	suefaulkner@colliergov.net
<input type="checkbox"/> Dale Fey	North Naples Fire	597-3222	dalefey@colliergov.net
<input checked="" type="checkbox"/> Paula Fleishman	Impact Fee Administration	252-2924	paulafleishman@colliergov.net
<input type="checkbox"/> Nancy Gundlach, AICP, PLA	Zoning Services	252-2484	nancygundlach@colliergov.net
<input type="checkbox"/> Shar Hingson	East Naples Fire District	687-5650	shingson@ccfco.org
<input type="checkbox"/> John Houldsworth	Engineering Services	252-5757	johnhouldsworth@colliergov.net
<input checked="" type="checkbox"/> Jodi Hughes	Transportation Pathways	252-5744	jodihughes@colliergov.net
<input type="checkbox"/> Alicia Humphries	Site Plans Reviewer/ROW	252-2326	aliciahumphries@colliergov.net
<input type="checkbox"/> Eric Johnson, AICP, CFM	Zoning Services	252-2931	ericjohnson@colliergov.net
<input type="checkbox"/> Marcia Kendall	Comprehensive Planning	252-2387	marciakendall@colliergov.net
<input type="checkbox"/> Stephen Lenberger	Environmental Review	252-2915	stevelenberger@colliergov.net
<input checked="" type="checkbox"/> Garrett Louviere	Stormwater	252-2526	garrettlouviere@colliergov.net
<input type="checkbox"/> Paulo Martins	Utilities	252-4285	paulomartins@colliergov.net
<input checked="" type="checkbox"/> Thomas Mastroberto	Fire Safety	252-7348	Thomasmastroberto@colliergov.net
<input type="checkbox"/> Jack McKenna, P.E.	Engineering Services	252-2911	jackmckenna@colliergov.net
<input type="checkbox"/> Matt McLean, P.E.	Principal Project Manager	252-8279	matthewmclean@colliergov.net
<input type="checkbox"/> Gilbert Moncivaiz	Utility Impact Fees	252-4215	gilbertmoncivaiz@colliergov.net
<input type="checkbox"/> Annis Moxam	Addressing	252-5519	annismoxam@colliergov.net
<input type="checkbox"/> Stefanie Nawrocki	Planning and Zoning	252-2313	StefanieNawrocki@colliergov.net
<input type="checkbox"/> Jessica Huceba	CAD Technician	252-2315	JessicaHuceba@colliergov.net
<input type="checkbox"/> Brandy Otero	Transit	252-5859	brandyotero@colliergov.net





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<input type="checkbox"/>	Bill Pancake	North Naples Fire	597-3222	billpancake@colliergov.net
<input checked="" type="checkbox"/>	Brandi Pollard	Utility Impact fees	252-6237	brandipollard@colliergov.net
<input type="checkbox"/>	Fred Reischl, AICP	Zoning Services	252-4211	fredreischl@colliergov.net
<input checked="" type="checkbox"/>	Brett Rosenblum, P.E.	Utility Plan Review	252-2905	brettrozenblum@colliergov.net
<input type="checkbox"/>	Edwin Sanchez	Fire Review	252-7517	edwinsanchez@colliergov.net
<input type="checkbox"/>	Michael Sawyer	Transportation Planning	252-2926	michaelsawyer@colliergov.net
<input type="checkbox"/>	Corby Schmidt, AICP	Comprehensive Planning	252-2944	corbyschmidt@colliergov.net
<input type="checkbox"/>	Chris Scott, AICP	Planning and Zoning	252-2460	chrisscott@colliergov.net
<input checked="" type="checkbox"/>	Peter Shawinsky	Architectural Review	252-8523	PeterShawinsky@colliergov.net
<input checked="" type="checkbox"/>	Daniel Roman	Utility Plan Review	252-2538	danielroman@colliergov.net
<input type="checkbox"/>	Ellen Summers	Planning and Zoning	252-1032	EllenSummers@colliergov.net
<input type="checkbox"/>	Scott Stone	Assistant County Attorney	252-8400	scottstone@colliergov.net
<input type="checkbox"/>	Mark Strain	Hearing Examiner/CCPC	252-4446	markstrain@colliergov.net
<input checked="" type="checkbox"/>	Storm Gewirtz	Stormwater	252-2434	stormgewirtz@colliergov.net
<input checked="" type="checkbox"/>	Mark Templeton	Landscape	252-2475	marktempleton@colliergov.net
<input type="checkbox"/>	Jon Walsh	Building Review	252-2962	jonathanwalsh@colliergov.net
<input type="checkbox"/>	David Weeks, AICP	Comprehensive Planning	252-2306	davidweeks@colliergov.net
<input type="checkbox"/>	Kirsten Wilkie	Environmental Review	252-5518	kirstenwilkie@colliergov.net
<input checked="" type="checkbox"/>	Christine Willoughby	Planning and Zoning	252-5748	ChristineWilloughby@colliergov.net

**Additional Attendee Contact Information:**

Name	Representing	Phone	Email
DAVID HURST	PENINSULA ENGINEERING	403-6709	dhurst@barrancollier.com
Norman Trebilcock	TCS	561-9551	NTREBILCOCK@TREBILCOCK, BIR
BRIAN NICK	CONTINENTAL	262-6239262	BNick@Cproperties.com
Kathenne Hitch	continental	262-532-9318	khitch@Cproperties.com
CRAIG PAJER	EPMD	262-2554	crispajer@colliergov.net
Chris Moore	Continental	262-522-5520	CMoore@Cproperties.com



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### ADDRESSING CHECKLIST

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Please complete the following and email to [GMD\\_Addressing@colliergov.net](mailto:GMD_Addressing@colliergov.net) or fax to the Operations Division at 239-252-5724 or submit in person to the Addressing Section at the above address. Form must be signed by Addressing personnel prior to pre-application meeting, please allow 3 days for processing.

Not all items will apply to every project. Items in **bold type** are required. **FOLIO NUMBERS MUST BE PROVIDED.** Forms older than 6 months will require additional review and approval by the Addressing Section.

---

**PETITION TYPE** *(Indicate type below, complete a separate Addressing Checklist for each Petition type)*

- |                                                             |                                                                        |
|-------------------------------------------------------------|------------------------------------------------------------------------|
| <input type="checkbox"/> BL (Blasting Permit)               | <input checked="" type="checkbox"/> SDP (Site Development Plan)        |
| <input type="checkbox"/> BD (Boat Dock Extension)           | <input type="checkbox"/> SDPA (SDP Amendment)                          |
| <input type="checkbox"/> Carnival/Circus Permit             | <input type="checkbox"/> SDPI (Insubstantial Change to SDP)            |
| <input type="checkbox"/> CU (Conditional Use)               | <input type="checkbox"/> SIP (Site Improvement Plan)                   |
| <input type="checkbox"/> EXP (Excavation Permit)            | <input type="checkbox"/> SIPI (Insubstantial Change to SIP)            |
| <input type="checkbox"/> FP (Final Plat)                    | <input type="checkbox"/> SNR (Street Name Change)                      |
| <input type="checkbox"/> LLA (Lot Line Adjustment)          | <input type="checkbox"/> SNC (Street Name Change – Unplatted)          |
| <input type="checkbox"/> PNC (Project Name Change)          | <input type="checkbox"/> TDR (Transfer of Development Rights)          |
| <input type="checkbox"/> PPL (Plans & Plat Review)          | <input type="checkbox"/> VA (Variance)                                 |
| <input type="checkbox"/> PSP (Preliminary Subdivision Plat) | <input type="checkbox"/> VRP (Vegetation Removal Permit)               |
| <input type="checkbox"/> PUD Rezone                         | <input type="checkbox"/> VRSFP (Vegetation Removal & Site Fill Permit) |
| <input type="checkbox"/> RZ (Standard Rezone)               | <input type="checkbox"/> OTHER _____                                   |
- 

**LEGAL DESCRIPTION** of subject property or properties *(copy of lengthy description may be attached)*

S24 T50 R25 See Attached

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**FOLIO (Property ID) NUMBER(s)** of above *(attach to, or associate with, legal description if more than one)*

71750000402

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**STREET ADDRESS** or **ADDRESSES** *(as applicable, if already assigned)*

---

- **LOCATION MAP** must be attached showing exact location of project/site in relation to nearest public road right-of-way
- **SURVEY** (copy - needed only for unplatted properties)

**CURRENT PROJECT NAME** *(if applicable)*

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**PROPOSED PROJECT NAME** *(if applicable)*

(Sabal Bay Parcel I Apartments - Project Name TBD)

---

**PROPOSED STREET NAMES** *(if applicable)*

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**SITE DEVELOPMENT PLAN NUMBER** *(for existing projects/sites only)*

SDP \_\_\_\_ - \_\_\_\_ or AR or PL # 2005-AR-8592



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Project or development names proposed for, or already appearing in, condominium documents (if application; indicate whether proposed or existing)

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Please Return Approved Checklist By: ☒ Email ☐ Fax ☐ Personally picked up

Applicant Name: Madeleine Richie

Phone: 239-262-2600 Email/Fax: mrichie@barroncollier.com

Signature on Addressing Checklist does not constitute Project and/or Street Name approval and is subject to further review by the Operations Division.

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FOR STAFF USE ONLY

Folio Number 71750000402

Folio Number \_\_\_\_\_

Folio Number \_\_\_\_\_

Folio Number \_\_\_\_\_

Folio Number \_\_\_\_\_

Folio Number \_\_\_\_\_

Approved by: J. Voiles Date: 5/23/2017

Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

IF OLDER THAN 6 MONTHS, FORM MUST BE  
UPDATED OR NEW FORM SUBMITTED



# Collier County Property Appraiser Property Summary

Parcel No. 71750000402

Site Adr. 4564 REMINGTON CIR, NAPLES, FL 34113

Name / Address CDC LAND INVESTMENTS, INC  
2550 GOODLETTE RD N STE 100

City NAPLES

State FL

Zip 34103-4609

Map No.	Strap No.	Section	Township	Range	Acres	*Estimated
5A24	610100 I 15A24	24	50	25	34.19	

Legal SABAL BAY COMMERCIAL PLAT PHASE ONE TRACT I

Millage Area 7Millage Rates \*Calculations

Sub./Condo 610100 - SABAL BAY COMMERCIAL PLAT PH 1

School

Other

Total

Use Code 10 - VACANT COMMERCIAL

5.245

6.258

11.503

## Latest Sales History

(Not all Sales are listed due to Confidentiality)

Date	Book-Page	Amount
06/19/12	<u>4809-1602</u>	\$ 6,850,000
09/08/11	<u>4720-1432</u>	\$ 100
05/26/06	<u>4044-2669</u>	\$ 20,000,000

## 2016 Certified Tax Roll

(Subject to Change)

	Land Value	\$ 5,610,100
(+) Improved Value		\$ 0
(=) Market Value		\$ 5,610,100
(=) Assessed Value		\$ 5,610,100
(=) School Taxable Value		\$ 5,610,100
(=) Taxable Value		\$ 5,610,100

If all Values shown above equal 0 this parcel was created after the Final Tax Roll

