



COLLIER COUNTY GOVERNMENT
GROWTH MANAGEMENT DEPARTMENT
www.colliergov.net

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

Pre-Application Meeting Notes

Petition Type: PUD-A
Date and Time: 1/17/2018

Assigned Planner: Tim Finn

Engineering Manager (for PPL's and FP's): _____

Project Information

Project Name: I-75 Alligator Alley CPUD

PL #: 20180000049

21968000121, 21968001201, 21968001120
Property ID #: _____ Current Zoning: CPUD

Project Address: _____ City: Naples State: FL Zip: 34104

Applicant: Sharon Umphenour

Agent Name: Wayne Arnold Phone: _____

Agent/Firm Address: Grady Minor City: _____ State: _____ Zip: _____

Property Owner: 951 Commerce Center Property; 95 FLRPT LLC

Please provide the following, if applicable:

- i. Total Acreage: 36.01
- ii. Proposed # of Residential Units: _____
- 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: _____
- vi. If the project is within a Plat, provide the name and AR#/PL#: _____



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Meeting Notes

LANDSCAPE: UPDATE LDC SECTIONS REFERENCED IN DEVIATION.

4.06.02 (D) S.A. SHOULD BE 4.06.05, H, 1, a. IT APPEARS
THAT WHAT IS BEING DEVIAION FROM IN DEVIATION #2
IS IN A DIFFERENT SECTION OF THE LDC.
UPDATE BUFFERS BASED ON NEW USE.

- TRANSPORTATION - TIS W/ METHODOLOGY MEETING SHOULD
BE FACE TO FACE ONLY BECAUSE OF CHANGES AT 901 T LANE.
MAKE SURE TIS & FOD CHANGES ARE CONSISTENT REGARDING
USES - SQUARE FEETAGE - UNITS. ADDRESS TRANSPORTATION
ELEMENTS OF GMP. CHECK WITH FDOT REGARDING
PROPOSED INTERCHANGE IMPROVEMENTS.

Disclaimer: Information provided by staff to applicant during the Pre-Application Meeting is based on the best available data at the time of the meeting and may not fully inform the applicant of issues that could arise during the process. The Administrative Code and LDC dictates the regulations which all applications must satisfy. Any checklists provided of required data for an application may not fully outline what is needed. It is the applicant's responsibility to provide all required data.



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Meeting Notes

- Comp Planning — show density calculations w/in context of this Activity Center; address Interchange Activity Center Subdistrict provisions re: Interchange Master Plan + implementing provisions in LDC; address compliance w/ FLUE/FLUM, FLUE Obj. 5 + Policies 5.3 + 5.6; Obj 7 + Policies 7.1 → 7.4. ca

- PUBLIC UTILITIES - MAINTAIN COMMITMENT LANGUAGE FOR TWO EXISTING WELL SITE EASEMENTS. WILL NEED TO QUIT CLAIM EXISTING COUNTY UTILITY INFRASTRUCTURE TO BE REMOVED. MAY NEED CUE(S) FOR UTILITY RELOCATION ASSOCIATED WITH FDOT INTERCHANGE IMPROVEMENTS AT I-75/SR-951 (E.G. WITHIN EAST D.E.).

- In correspondence with County Attorney and the applicants this petition will be a PUDA.

LEGATh - please provide legible version of correct master plan.
please provide evidence of rights to commercial density, which is to be converted to residential
please provide amount of built commercial
Square footage for this PUD.
If request mPUD^{we}, will need consent of all
owners of the PUD.

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Meeting Notes

As of 10/16/2017 all Zoning applications have revised applications, and your associated Application is included in your notes; additionally a *new Property Ownership Disclosure Form is required for all applications. A copy of this new form is included in your pre-app Note – link is <https://www.colliergov.net/Home/ShowDocument?id=75093>.

ENVIRONMENTAL (CRAIG) APPLICANT IS ASKING FOR MIXED USE RESIDENTIAL WHICH WILL REQUIRE 25% PRESERVE REQUIREMENT. THE APPLICANT TO ESTABLISH WHAT ~~THE~~ NATIVE VEGETATION EXISTS (1975 AERIALS).

SBA. EXISTING PUO SHOWS 6.12 ACRE PRESERVE. AS DISCUSSED, THIS WILL MOST LIKELY INCREASE AS THE EXISTING PUO PROVIDED 15% PRESERVE TO MEET COMMERCIAL PRESERVE REQUIREMENT. MIXED USE REQUIRES 25% PRESERVE.
*SEE ATTACHED CHECKLIST FOR DETAILS.

Breakout Preserve in Land Use Summary

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Environmental PUDZ-PUDA Checklist (non-RFMU)

Project Name I 75 ALLIGATOR ALLEY

1. Is the project is in compliance with the overlays, districts and/or zoning on the subject site and/or the surrounding properties? (CON, ST, PUD, RLSA, RFMU, etc.) (LDC 2.03.05-2.03.08; 4.08.00) Not in CV Library
2. Submit a current aerial photograph (available from the Property Appraiser's office) and clearly delineate the subject site boundary lines. If the site is vegetated, provide FLUCFCS overlay and vegetation inventory identifying upland, wetland and exotic vegetation (Admin. Code Ch. 3 G.1. Application Contents #24). FLUCFCS Overlay -P627
3. Clearly identify the location of all preserves and label each as "Preserve" on all plans. (LDC 3.05.07.H.1). Preserve Label- P546
4. Provide calculations on site plan showing the appropriate acreage of native vegetation to be retained, the max. amount and ratios permitted to be created on-site or mitigated off-site. Exclude vegetation located within utility and drainage easements from the preserve calculations (LDC 3.05.07.B-D; 3.05.07.F; 3.05.07.H.1.d-e). Preserve Calculation - P547
5. Created and retained preserve areas shall meet the minimum width requirements per LDC 3.05.07.H.1.b. Preserve Width - P603
6. Retained preservation areas shall be selected based on the criteria defined in LDC 3.05.07.A.3, include all 3 strata, be in the largest contiguous area possible and shall be interconnected within the site and to adjoining off-site preservation areas or wildlife corridors. (LDC 3.05.07.A.1-4) Preserve Selection- P550
7. Principle structures shall be located a minimum of 25' from the boundary of the preserve boundary. No accessory structures and other site alterations, fill placement, grading, plant alteration or removal, or similar activity shall be permitted within 10' of the boundary unless it can be shown that it will not affect the integrity of the preserve (i.e. stem wall or berm around wetland preserve). Provide cross-sections for each preserve boundary identifying all site alterations within 25'. (LDC 3.05.07.H.3; 6.01.02.C.) Preserve Setback – New
8. Wildlife survey required for sites where an EIS is not required, when so warranted. (LDC 10.02.02.A.2.f) Listed Species - P522 Include with Environmental Data
9. Provide Environmental Data identifying author credentials, consistency determination with the GMPs, off-site preserves, seasonal and historic high water levels, and analysis of water quality. For land previously used for farm fields or golf course, provide soil sampling/groundwater monitoring reports identifying any site contamination. (LDC 3.08.00) Environmental Data Required – P 522
10. PUD Document and Master Plan shall state the minimum acreage required to be preserved. (LDC 10.02.13.A.2) Master Plan Contents-P626
11. If the PUD includes a Preserve Tract section UP FOR DISCUSSION – DISCUSS WITH CAO

When listing preserve uses, the following is suggested:

A. Principal Use: Preserve; B. Accessory Uses: All other uses (list as applicable or refer to the LDC – see 1-3 below as typical uses listed by agents)

(ensure the text states "subject to LDC section related to Allowable uses within County required preserves"

Alternate format:

A. Uses subject to LDC section *Allowable uses within County required preserves*:

1. Nature trails that do not reduce the amount of required preserve.
2. Passive Recreation uses, as per LDC requirements.
3. Stormwater only when in accordance with the LDC.

PUD Commitments and Site Plan notes

Where preserves occur adjacent to development off site and will be used in lieu of landscape buffers, include the following condition in the environmental commitments section of the PUD document or master plan:

Preserves may be used to satisfy the landscape buffer requirements after exotic vegetation removal in accordance with LDC sections 4.06.02 and 4.06.05.E.1. Supplemental plantings with native plant materials shall be in accordance with LDC section 3.05.07.

12. PUD Document shall identify any listed species found on site and/or describe any unique vegetative features that will be preserved on the site. (LDC 10.02.13.A.2.) Unique Features- P628
Example: A management plan for the entire project shall be submitted in accordance with the requirements and procedures of the LDC for listed species including but not limited to Black Bear, Gopher Tortoise and listed birds. The management plan shall be submitted prior to development of the first phase of the project.
13. Review cross-sections if provided; they are not required with the PUD. However, sometimes they are provided. Is there any fill proposed in the preserve?

Additional Comments:

Environmental Data Checklist

Project Name I75 Alligator ALLEY

The Environmental Data requirements can be found in LDC Section 3.08.00

1. Provide the EIS fee if PUD or CU.
2. WHO AND WHAT COMPANY PREPARED THE ENVIRONMENTAL DATA REPORT? Preparation of Environmental Data. Environmental Data Submittal Requirements shall be prepared by an individual with academic credentials and experience in the area of environmental sciences or natural resource management. Academic credentials and experience shall be a bachelor's or higher degree in one of the biological sciences with at least two years of ecological or biological professional experience in the State of Florida. **Please include revision dates on resubmittals.**
3. Identify on a current aerial, the location and acreage of all SFWMD jurisdictional wetlands according to the Florida Land Use Cover and Forms Classification System (FLUCFCS) and include this information on the SDP or final plat construction plans. Wetlands must be verified by the South Florida Water Management District (SFWMD) or Florida Department of Environmental Protection (DEP) prior to SDP or final plat construction plans approval. For sites in the **RFMU district**, provide an assessment in accordance with 3.05.07 F and identify on the FLUCFCS map the location of all high quality wetlands (wetlands having functionality scores of at least 0.65 WRAP or 0.7 UMAM) and their location within the proposed development plan. Sites with high quality wetlands must have their functionality scores verified by the SFWMD or DEP prior to first development order approval. Where functionality scores have not been verified by either the SFWMD or DEP, scores must be reviewed and accepted by County staff, consistent with State regulation.
4. SDP or final plat construction plans with impacts to five (5) or more acres of wetlands shall provide an analysis of potential water quality impacts of the project by evaluating water quality loadings expected from the project (post development conditions considering the proposed land uses and stormwater management controls) compared with water quality loadings of the project area as it exists in its **pre-development** conditions. The analysis shall be performed using methodologies approved by Federal and State water quality agencies, and must demonstrate no increase in nutrients (nitrogen and phosphorous) loadings in the post development scenario.
5. Where treated stormwater is allowed to be directed into preserves, show how the criteria in 3.05.07 H have been met.
6. Where **native vegetation** is retained on site, provide a topographic map to a half foot and, where possible, provide elevations within each of the FLUCFCS Codes identified on site. For SDP or final plat construction plans, include this information on the site plans.
7. Provide a wildlife survey for the nests of bald eagle and for **listed species known to inhabit** biological communities similar to those existing on site. The survey shall be conducted in accordance with the guidelines or recommendations of the Florida Fish and Wildlife Conservation Commission (FFWCC) and the U.S. Fish and Wildlife Service (USFWS). Survey times may be reduced or waived where an initial habitat assessment by the environmental consultant indicates that the likelihood of listed species occurrence is low, as determined by the FFWCC and USFWS. Where an initial habitat assessment by the environmental consultant indicates that the likelihood of listed species occurrence is low, the survey time may be reduced or waived by the County Manager or designee, when the project is not reviewed or technical assistance not provided by the FFWCC and USFWS. Additional survey time may be required if listed species are discovered
8. Provide a survey for listed plants identified in 3.04.03
9. Wildlife habitat management and monitoring plans in accordance with 3.04.00 shall be required where listed species are utilizing the site or where wildlife habitat management and monitoring plans are required by the FFWCC or USFWS. These plans shall describe how the project directs incompatible land uses away from listed species and their habitats. Identify the location of listed species nests, burrows, dens, foraging areas, and the

location of any bald eagle nests or nest protection zones on the native vegetation aerial with FLUCFCS overlay for the site. Wildlife habitat management plans shall be included on the SDP or final plat construction plans. Bald eagle management plans are required for sites containing bald eagle nests or nest protection zones, copies of which shall be included on the SDP or final plat construction plans.

10. For sites or portions of sites cleared of native vegetation or in agricultural operation, provide documentation that the parcel(s) were issued a permit to be cleared and are in compliance with the 25 year rezone limitation pursuant to section 10.02.06. For sites permitted to be cleared prior to July 2003, provide documentation that the parcel(s) are in compliance with the 10 year rezone limitation previously identified in the GMP. Criteria defining native vegetation and determining the legality, process and criteria for clearing are found in 3.05.05, 3.05.07 and 10.02.06.
11. Identify on a current aerial the acreage, location and community types of all upland and wetland habitats on the project site, according to the Florida Land Use Cover and Forms Classification System (FLUCFCS), and provide a legend for each of the FLUCFCS Codes identified. Aerials and overlay information must be legible at the scale provided. Provide calculations for the acreage of **native vegetation** required to be retained on-site. Include the above referenced calculations and aerials on the SDP or final plat construction plans. In a separate report, demonstrate how the preserve selection criteria pursuant to 3.05.07 have been met. Where applicable, include in this report an aerial showing the project boundaries along with any undeveloped land, preserves, natural flowways or other natural land features, located on abutting properties.
12. Include on a separate site plan, the project boundary and the land use designations and overlays for the RLSA, RFMU, ST and ACSC-ST districts. Include this information on the SDP or final plat construction plans.
13. Where off-site preservation of **native vegetation** is proposed in lieu of on-site, demonstrate that the criteria in section 3.05.07 have been met and provide a note on the SDP or final plat construction plans indicating the type of donation (monetary payment or land donation) identified to satisfy the requirement. Include on the SDP or final plat construction plans, a location map(s) and property identification number(s) of the off-site parcel(s) if off-site donation of land is to occur.
14. Provide the results of any Environmental Assessments and/or Audits of the property, along with a narrative of the measures needed to remediate if required by FDEP.
15. Soil and/or ground water sampling shall be required at the time of first development order submittal for sites that occupy farm fields (crop fields, cattle dipping ponds, chemical mixing areas), golf courses, landfill or junkyards or for sites where **hazardous products** exceeding 250 gallons of liquid or 1,000 pounds of solids were stored or processed or where **hazardous wastes** in excess of 220 pounds per month or 110 gallons at any point in time were generated or stored. The amount of sampling and testing shall be determined by a registered professional with experience in the field of Environmental Site Assessment and shall at a minimum test for organochlorine pesticides (U.S. Environmental Protection Agency (EPA) 8081) and Resource Conservation and Recovery Act (RCRA) 8 metals using Florida Department of Environmental Protection (FDEP) soil sampling Standard Operating Procedure (SOP) FS 3000, in areas suspected of being used for mixing and at discharge point of water management system. Sampling should occur randomly if no points of contamination are obvious. Include a background soil analysis from an undeveloped location hydraulically upgradient of the potentially contaminated site. Soil sampling should occur just below the root zone, about 6 to 12 inches below ground surface or as otherwise agreed upon with the registered professional with experience in the field of Environmental Site Assessment. Include in or with the Environmental Site Assessment, the acceptable State and Federal pollutant levels for the types of contamination found on site and indicate in the Assessment, when the contaminants are over these levels. If this analysis has been done as part of an Environmental Audit then the report shall be submitted. The County shall coordinate with the FDEP where contamination exceeding applicable FDEP standards is identified on site or where an Environmental Audit or Environmental Assessment has been submitted.
16. Shoreline development must provide an analysis demonstrating that the project will remain fully functional for its intended use after a six-inch rise in sea level.

17. Provide justification for deviations from environmental LDC provisions pursuant to GMP CCME Policy 6.1.1 (13), if requested.
18. Where applicable, provide evidence of the issuance of all applicable federal and/or state oil and gas permits for proposed oil and gas activities in Collier County. Include all state permits that comply with the requirements of Chapter 62C-25 through 62C-30, F.A.C., as those rules existed on January 13, 2005.
19. Identify any Wellfield Risk Management Special Treatment Overlay Zones (WRM-ST) within the project area and provide an analysis for how the project design avoids the most intensive land uses within the most sensitive WRM-STs and will comply with the WRM-ST pursuant to 3.06.00. Include the location of the Wellfield Risk Management Special Treatment Overlay Zones on the SDP or final plat construction plans. For land use applications such as standard and PUD rezones and CUs, provide a separate site plan or zoning map with the project boundary and Wellfield Risk Management Special Treatment Overlay Zones identified.
20. Demonstrate that the design of the proposed stormwater management system and analysis of water quality and quantity impacts fully incorporate the requirements of the Watershed Management regulations of 3.07.00.
21. For sites located in the Big Cypress Area of Critical State Concern-Special Treatment overlay district (ACSC-ST), show how the project is consistent with the development standards and regulations in 4.02.14.
22. For multi-slip docking facilities with ten slips or more, and for all marina facilities, show how the project is consistent with 5.05.02. Refer to the Manatee Protection Plan for site specific requirements of the Manatee Protection Plan not included in 5.05.02.
23. For development orders within RFMU sending lands, show how the project is consistent with each of the applicable Objectives and Policies of the Conservation and Coastal Management Element of the GMP.
24. The County Manager or designee may require additional data or information necessary to evaluate the project's compliance with LDC and GMP requirements. (LDC 10.02.02.A.3 f)

The following to be determined at preapplication meeting:
(Choose those that apply)

- a. Provide overall description of project with respect to environmental and water management issues.
 - b. Explain how project is consistent with each of the applicable objectives and policies in the CCME of the GMP.
 - c. Explain how the project meets or exceeds the native vegetation preservation requirement in the CCME and LDC.
 - d. Indicate wetlands to be impacted and the effects of the impact to their functions and how the project's design compensates for wetland impacts.
 - e. Indicate how the project design minimizes impacts to listed species. Describe the measures that are proposed as mitigation for impacts to listed species.
25. PUD zoning and CU petitions. For PUD rezones and CU petitions, applicants shall collate and package applicable Environmental Data Submittal Requirements into a single Environmental Impact Statement (EIS) document, prior to public hearings and after all applicable staff reviews are complete. Copies of the EIS shall be provided to the County Manager or designee prior to public hearings.
26. Is EAC Review (by CCPC) required?

TO BE DETERMINE AT FIRST REVIEW



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Pre-Application Meeting Sign-In Sheet
PL# 20180000049

Collier County Contact Information:

Name	Review Discipline	Phone	Email
<input type="checkbox"/> David Anthony	Environmental Review	252-2497	david.anthony@colliercountyfl.gov
<input checked="" type="checkbox"/> Summer Araque	Environmental Review	252-6290	summer.brownaraque@colliercountyfl.gov
<input type="checkbox"/> Claudine Auclair	GMD Operations and Regulatory Management	252-5887	claudine.auclair@colliercountyfl.gov
<input type="checkbox"/> Steve Baluch	Transportation Planning	252-2361	stephen.baluch@colliercountyfl.gov
<input type="checkbox"/> Ray Bellows	Zoning, Planning Manager	252-2463	raymond.bellows@colliercountyfl.gov
<input checked="" type="checkbox"/> Laurie Beard	PUD Monitoring	252-5782	laurie.beard@colliercountyfl.gov
<input checked="" type="checkbox"/> Craig Brown	Environmental Specialist	252-2548	craig.brown@colliercountyfl.gov
<input checked="" type="checkbox"/> Heidi Ashton Cicko	Managing Asst. County Attorney	252-8773	heidi.ashton@colliercountyfl.gov
<input type="checkbox"/> Kay Deselem	Zoning Services	252-2586	kay.deselem@colliercountyfl.gov
<input type="checkbox"/> Dale Fey	North Collier Fire	597-9227	dfey@northcollierfire.com
<input checked="" type="checkbox"/> Eric Fey, P.E.	Utility Planning	252-1037	eric.fey@colliercountyfl.gov
<input checked="" type="checkbox"/> Tim Finn, AICP	Zoning Division	252-4312	timothy.finn@colliercountyfl.gov
<input type="checkbox"/> Sue Faulkner	Comprehensive Planning	252-5715	sue.faulkner@colliercountyfl.gov
<input type="checkbox"/> Paula Fleishman	Impact Fee Administration	252-2924	paula.fleishman@colliercountyfl.gov
<input type="checkbox"/> James French	Growth Management Deputy Department Head	252-5717	james.french@colliercountyfl.gov
<input type="checkbox"/> Michael Gibbons	Structural/Residential Plan Review	252-2426	michael.gibbons@colliercountyfl.gov
<input type="checkbox"/> Storm Gewirtz, P.E.	Engineering Stormwater	252-2434	storm.gewirtz@colliercountyfl.gov
<input type="checkbox"/> Nancy Gundlach, AICP, PLA	Zoning Division	252-2484	nancy.gundlach@colliercountyfl.gov
<input type="checkbox"/> Shar Hingson	Greater Naples Fire District	774-2800	shingson@gnfire.org
<input type="checkbox"/> John Houldsworth	Engineering Subdivision	252-5757	john.houldsworth@colliercountyfl.gov
<input type="checkbox"/> Jodi Hughes	Transportation Pathways	252-5744	jodi.hughes@colliercountyfl.gov
<input type="checkbox"/> Alicia Humphries	Right-Of-Way Permitting	252-2326	alicia.humphries@colliercountyfl.gov
<input type="checkbox"/> Marcia Kendall	Comprehensive Planning	252-2387	marcia.kendall@colliercountyfl.gov
<input type="checkbox"/> John Kelly	Zoning Senior Planner	252-5719	john.kelly@colliercountyfl.gov
<input type="checkbox"/> Thomas Mastroberto	Greater Naples Fire	252-7348	thomas.mastroberto@colliercountyfl.gov
<input type="checkbox"/> Jack McKenna, P.E.	Engineering Services	252-2911	jack.mckenna@colliercountyfl.gov
<input type="checkbox"/> Matt McLean, P.E.	Development Review Director	252-8279	matthew.mclean@colliercountyfl.gov
<input type="checkbox"/> Michele Mosca, AICP	Capital Project Planning	252-2466	michele.mosca@colliercountyfl.gov
<input type="checkbox"/> Annis Moxam	Addressing	252-5519	annis.moxam@colliercountyfl.gov

Updated 1/9/2018



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<input type="checkbox"/>	Stefanie Nawrocki	Development Review - Zoning	252-2313	stefanie.nawrocki@colliercountyfl.gov
<input checked="" type="checkbox"/>	Richard Orth	Stormwater Planning	252-5092	richard.orth@colliercountyfl.gov
<input type="checkbox"/>	Brandy Otero	Transit	252-5859	brandy.otero@colliercountyfl.gov
<input type="checkbox"/>	Brandi Pollard	Utility Impact fees	252-6237	brandi.pollard@colliercountyfl.gov
<input type="checkbox"/>	Fred Reischl, AICP	Zoning Division	252-4211	fred.reischl@colliercountyfl.gov
<input type="checkbox"/>	Todd Riggall	North Collier Fire	597-9227	triggall@northcollierfire.com
<input type="checkbox"/>	Daniel Roman, P.E.	Engineering Utilities	252-2538	daniel.roman@colliercountyfl.gov
<input type="checkbox"/>	Brett Rosenblum, P.E.	Development Review Principal Project Manager	252-2905	brett.rosenblum@colliercountyfl.gov
<input type="checkbox"/>	James Sabo, AICP	Zoning Principal Planner		james.sabo@colliergo.net
<input checked="" type="checkbox"/>	Michael Sawyer	Transportation Planning	252-2926	michael.sawyer@colliercountyfl.gov
<input checked="" type="checkbox"/>	Corby Schmidt, AICP	Comprehensive Planning	252-2944	corby.schmidt@colliercountyfl.gov
<input type="checkbox"/>	Chris Scott, AICP	Development Review - Zoning	252-2460	chris.scott@colliercountyfl.gov
<input type="checkbox"/>	Peter Shawinsky	Architectural Review	252-8523	peter.shawinsky@colliercountyfl.gov
<input type="checkbox"/>	Camden Smith	Zoning Division Operations	252-1042	camden.smith@colliercountyfl.gov
<input type="checkbox"/>	Scott Stone	Assistant County Attorney	252-5740	scott.stone@colliercountyfl.gov
<input type="checkbox"/>	Mark Strain	Hearing Examiner/CCPC	252-4446	mark.strain@colliercountyfl.gov
<input type="checkbox"/>	Mark Templeton	Landscape Review	252-2475	mark.templeton@colliercountyfl.gov
<input checked="" type="checkbox"/>	Jessica Velasco	Zoning Division Operations	252-2584	jessica.velasco@colliercountyfl.gov
<input type="checkbox"/>	Jon Walsh, P.E.	Building Review	252-2962	jonathan.walsh@colliercountyfl.gov
<input type="checkbox"/>	David Weeks, AICP	Comprehensive Planning Future Land Use Consistency	252-2306	david.weeks@colliercountyfl.gov
<input type="checkbox"/>	Kirsten Wilkie	Environmental Review	252-5518	kirsten.wilkie@colliercountyfl.gov
<input type="checkbox"/>	Christine Willoughby	Development Review - Zoning	252-5748	christine.willoughby@colliercountyfl.gov

Additional Attendee Contact Information:

Name	Representing	Phone	Email
Wayne Arnold	Grady Minor	947-1144	wnarold@gradymenor.com
Jesse Houghtalen	Watermark	317-600-4157	jhaughtalen@watermarkapardynorth.com
Rich Yovanovitch	CTK	435-2535 231-866	ryovanovitch@ctk-law-firm.com
FRANK FEENEY	Grady minor	947-1144	FFEENEY@Gradyminor.com



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Application for a Public Hearing for PUD Rezone, Amendment to PUD or PUD to PUD Rezone

PETITION NO
PROJECT NAME
DATE PROCESSED

To be completed by staff

- ☐ **PUD Rezone (PUDZ):** LDC subsection 10.02.13 A.-F., Ch. 3 G. 1 of the Administrative Code
- ☐ **Amendment to PUD (PUDA):** LDC subsection 10.02.13 E. and Ch. 3 G. 2 of the Administrative Code
- ☐ **PUD to PUD Rezone (PUDR):** LDC subsection 10.02.13 A.-F.

APPLICANT CONTACT INFORMATION

Name of Property Owner(s) _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

Name of Applicant/Agent: _____

Firm: _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

Be aware that Collier County has lobbyist regulations. Guide yourself accordingly and ensure that you are in compliance with these regulations.



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REZONE REQUEST

This application is requesting a rezone from: _____ Zoning district(s) to the
_____ zoning district(s).

Present Use of the Property: _____

Proposed Use (or range of uses) of the property: _____

Original PUD Name: _____

Ordinance No.: _____

PROPERTY INFORMATION

On a separate sheet attached to the application, provide a detailed legal description of the property covered by the application:

- If the request involves changes to more than one zoning district, the applicant shall include a separate legal description for property involved in each district;
- The applicant shall submit 4 copies of a recent survey (completed within the last six months, maximum 1" to 400' scale), if required to do so at the pre-application meeting; and
- The applicant is responsible for supplying the correct legal description. If questions arise concerning the legal description, an engineer's certification or sealed survey may be required.

Section/Township/Range: ____/____/____

Lot: ____ Block: ____ Subdivision: _____

Metes & Bounds Description: _____

Plat Book: ____ Page #: ____ Property I.D. Number: _____

Size of Property: ____ ft. x ____ ft. = ____ Total Sq. Ft. Acres: _____

Address/ General Location of Subject Property: _____

PUD District (refer to LDC subsection 2.03.06 C):

- ☐ Commercial ☐ Residential ☐ Community Facilities ☐ Industrial
☐ Mixed Use ☐ Other: _____



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ADJACENT ZONING AND LAND USE

	Zoning	Land Use
N		
S		
E		
W		

If the owner of the subject property owns contiguous property please provide a detailed legal description of the entire contiguous property on a separate sheet attached to the application.

Section/Township/Range: ____/____/____

Lot: ____ Block: ____ Subdivision: _____

Plat Book: ____ Page #: ____ Property I.D. Number: _____

Metes & Bounds Description: _____

ASSOCIATIONS

Required: List all registered Home Owner Association(s) that could be affected by this petition. Provide additional sheets if necessary. Information can be found on the Board of County Commissioner's website at <http://www.colliergov.net/Index.aspx?page=774>.

Name of Homeowner Association: _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____

Name of Homeowner Association: _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____

Name of Homeowner Association: _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____

Name of Homeowner Association: _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____

Name of Homeowner Association: _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____



EVALUATION CRITERIA

Pursuant to LDC subsections 10.02.13 B, 10.02.08 F and Chapter 3 G. of the Administrative Code, staff's analysis and recommendation to the Planning Commission, and the Planning Commission's recommendation to the Board of County Commissioners shall be based upon consideration of the applicable criteria. **On a separate sheet attached to the application, provide a narrative statement describing the rezone request with specific reference to the criteria below. Include any backup materials and documentation in support of the request.**

- a. The suitability of the area for the type and pattern of development proposed in relation to physical characteristics of the land, surrounding areas, traffic and access, drainage, sewer, water, and other utilities.
- b. Adequacy of evidence of unified control and suitability of any proposed agreements, contract, or other instruments, or for amendments in those proposed, particularly as they may relate to arrangements or provisions to be made for the continuing operation and maintenance of such areas and facilities that are not to be provided or maintained at public expense. Findings and recommendations of this type shall be made only after consultation with the county attorney.
- c. Conformity of the proposed PUD with the goals, objectives and policies of the Growth Management Plan. (This is to include identifying what Sub-district, policy or other provision allows the requested uses/density, and fully explaining/addressing all criteria or conditions of that Sub-district, policy or other provision.)
- d. The internal and external compatibility of proposed uses, which conditions may include restrictions on location of improvements, restrictions on design, and buffering and screening requirements.
- e. The adequacy of usable open space areas in existence and as proposed to serve the development.
- f. The timing or sequence of development for the purpose of assuring the adequacy of available improvements and facilities, both public and private.
- g. The ability of the subject property and of surrounding areas to accommodate expansion.
- h. Conformity with PUD regulations, or as to desirable modifications of such regulations in the particular case, based on determination that such modifications of justified as meeting public purposes to a degree at least equivalent to literal application of such regulations.

Deed Restrictions: The County is legally precluded from enforcing deed restrictions; however, many communities have adopted such restrictions. You may wish to contact the civic or property owners association in the area for which this use is being requested in order to ascertain whether or not the request is affected by existing deed restrictions.



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Previous land use petitions on the subject property: To your knowledge, has a public hearing been held on this property within the last year? If so, what was the nature of that hearing?

Official Interpretations or Zoning Verifications: To your knowledge, has there been an official interpretation or zoning verification rendered on this property within the last year?

☐ Yes ☐ No if so please provide copies.

PUBLIC NOTICE REQUIREMENTS

This land use petition requires a Neighborhood Information Meeting (NIM), pursuant to Chapter 3 E. of the Administrative Code and LDC section 10.03.06. Following the NIM, the applicant will submit a written summary and any commitments that have been made at the meeting. Refer to Chapter 8 B. of the Administrative Code for the NIM procedural requirements.

Chapter 8 of the Administrative Code requires that the applicant must remove their public hearing advertising sign(s) after final action is taken by the Board of County Commissioners. Based on the Board's final action on this item, please remove all public hearing advertising sign(s) immediately.

RECORDING OF DEVELOPER COMMITMENTS

Within 30 days of adoption of the Ordinance, the owner or developer (specify name) at their expense shall record in the Public Records of Collier County a Memorandum of Understanding of Developer Commitments or Notice of Developer Commitments that contains the legal description of the property that is the subject of the land use petition and contains each and every commitment of the owner or developer specified in the Ordinance. The Memorandum or Notice shall be in form acceptable to the County and shall comply with the recording requirements of Chapter 695, FS. A recorded copy of the Memorandum or Notice shall be provided to the Collier County Planned Unit Development Monitoring staff within 15 days of recording of said Memorandum or Notice.

LDC subsection 10.02.08 D

This application will be considered "open" when the determination of "sufficiency" has been made and the application is assigned a petition processing number. The application will be considered "closed" when the petitioner withdraws the application through written notice or ceases to supply necessary information to continue processing or otherwise actively pursue the rezoning, amendment or change, for a period of 6 months. An application deemed "closed" will not receive further processing and an application "closed" through inactivity shall be deemed withdrawn. An application deemed "closed" may be re-opened by submission of a new application, repayment of all application fees and the grant of a determination of "sufficiency". Further review of the request will be subject to the then current code.



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**STATEMENT OF UTILITY PROVISIONS
FOR PUD REZONE REQUEST**

APPLICANT CONTACT INFORMATION

Name of Applicant(s): _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

Address of Subject Property (If available): _____

City: _____ State: _____ ZIP: _____

PROPERTY INFORMATION

Section/Township/Range: ____/____/____

Lot: ____ Block: ____ Subdivision: _____

Metes & Bounds Description: _____

Plat Book: ____ Page #: ____ Property I.D. Number: _____

TYPE OF SEWAGE DISPOSAL TO BE PROVIDED

Check applicable system:

- a. County Utility System
- b. City Utility System
- c. Franchised Utility System
- d. Package Treatment Plant
- e. Septic System

☐
☐
☐
☐
☐

Provide Name: _____
(GPD Capacity): _____

TYPE OF WATER SERVICE TO BE PROVIDED

Check applicable system:

- a. County Utility System
- b. City Utility System
- c. Franchised Utility System
- d. Private System (Well)

☐
☐
☐
☐

Provide Name: _____

Total Population to be Served: _____

Peak and Average Daily Demands:

- A. Water-Peak: _____ Average Daily: _____
- B. Sewer-Peak: _____ Average Daily: _____

If proposing to be connected to Collier County Regional Water System, please provide the date service is expected to be required: _____



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Narrative statement: Provide a brief and concise narrative statement and schematic drawing of sewage treatment process to be used as well as a specific statement regarding the method of affluent and sludge disposal. If percolation ponds are to be used, then percolation data and soil involved shall be provided from tests prepared and certified by a professional engineer.

Collier County Utility Dedication Statement: If the project is located within the service boundaries of Collier County's utility service system, a notarized statement shall be provided agreeing to dedicate the water distribution and sewage collection facilities within the project area to the Collier County Utilities. This shall occur upon completion of the construction of these facilities in accordance with all applicable County ordinances in effect at that time. This statement shall also include an agreement that the applicable system development charges and connection fees will be paid to the County Utilities Division prior to the issuance of building permits by the County. If applicable, the statement shall contain an agreement to dedicate the appropriate utility easements for serving the water and sewer systems.

Statement of Availability Capacity from other Providers: Unless waived or otherwise provided for at the pre-application meeting, if the project is to receive sewer or potable water services from any provider other than the County, a statement from that provider indicating adequate capacity to serve the project shall be provided.



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COVENANT OF UNIFIED CONTROL

The undersigned do hereby swear or affirm that we are the fee simple titleholders and owners of record of property commonly known as _____

(Street address and City, State and Zip Code)

and legally described in *Exhibit A* attached hereto.

The property described herein is the subject of an application for _____ planned unit development (_____ PUD) zoning. We hereby designate _____, legal representative thereof, as the legal representatives of the property and as such, these individuals are authorized to legally bind all owners of the property in the course of seeking the necessary approvals to develop. This authority includes, but is not limited to, the hiring and authorization of agents to assist in the preparation of applications, plans, surveys, and studies necessary to obtain zoning approval on the site. These representatives will remain the only entity to authorize development activity on the property until such time as a new or amended covenant of unified control is delivered to Collier County.

The undersigned recognize the following and will be guided accordingly in the pursuit of development of the project:

1. The property will be developed and used in conformity with the approved master plan including all conditions placed on the development and all commitments agreed to by the applicant in connection with the planned unit development rezoning.
2. The legal representative identified herein is responsible for compliance with all terms, conditions, safeguards, and stipulations made at the time of approval of the master plan, even if the property is subsequently sold in whole or in part, unless and until a new or amended covenant of unified control is delivered to and recorded by Collier County.
3. A departure from the provisions of the approved plans or a failure to comply with any requirements, conditions, or safeguards provided for in the planned unit development process will constitute a violation of the Land Development Code.
4. All terms and conditions of the planned unit development approval will be incorporated into covenants and restrictions which run with the land so as to provide notice to subsequent owners that all development activity within the planned unit development must be consistent with those terms and conditions.
5. So long as this covenant is in force, Collier County can, upon the discovery of noncompliance with the terms, safeguards, and conditions of the planned unit development, seek equitable relief as necessary to compel compliance. The County will not issue permits, certificates, or licenses to occupy or use any part of the planned unit development and the County may stop ongoing construction activity until the project is brought into compliance with all terms, conditions and safeguards of the planned unit development.

Owner

Owner

Printed Name

Printed Name

STATE OF FLORIDA)
COUNTY OF COLLIER)

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 201__ by _____
who is personally known to me or has produced _____ as identification.

Notary Public
(Name typed, printed or stamped)



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Final Submittal Requirement Checklist for:

- ☐ PUD Rezone- Ch. 3 G. 1 of the Administrative Code
- ☐ Amendment to PUD- Ch. 3 G. 2 of the Administrative Code
- ☐ PUD to PUD Rezone- Ch. 3 G. 1 of the Administrative Code

The following Submittal Requirement checklist is to be utilized during the Pre-Application Meeting and at time of application submittal. At final submittal, the checklist is to be completed and submitted with the application packet. Please provide the submittal items in the exact order listed below, with cover sheets attached to each section. **Incomplete submittals will not be accepted.**

REQUIREMENTS	# OF COPIES	REQUIRED	NOT REQUIRED
Cover Letter with Narrative Statement including a detailed description of why amendment is necessary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed Application with required attachments	1	<input checked="" type="checkbox"/>	
Pre-application meeting notes	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Affidavit of Authorization , signed and notarized	1	<input checked="" type="checkbox"/>	
Property Ownership Disclosure Form	1	<input checked="" type="checkbox"/>	
Notarized and completed Covenant of Unified Control	1	<input checked="" type="checkbox"/>	
Completed Addressing Checklist	1	<input checked="" type="checkbox"/>	
Warranty Deed(s)	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
List Identifying Owner and all parties of corporation	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Signed and sealed Boundary Survey	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Architectural Rendering of proposed structures	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Current Aerial Photographs (available from Property Appraiser) with project boundary and, if vegetated, FLUCFCS Codes with legend included on aerial.	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Statement of Utility Provisions	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Environmental Data Requirements pursuant to LDC section 3.08.00	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Environmental Data Requirements collated into a single Environmental Impact Statement (EIS) packet at time of public hearings. Coordinate with project planner at time of public hearings.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Listed or Protected Species survey, less than 12 months old. Include copies of previous surveys.	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Traffic Impact Study	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Historical Survey	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School Impact Analysis Application, if applicable	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Electronic copy of all required documents	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed Exhibits A-F (see below for additional information)+	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
List of requested deviations from the LDC with justification for each (this document is separate from Exhibit E)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Revised Conceptual Master Site Plan 24" x 36" and One 8 1/2" x 11" copy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Original PUD document/ordinance, and Master Plan 24" x 36" – Only if Amending the PUD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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Checklist continues on this page				
Revised PUD document with changes crossed thru & underlined	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Official Interpretation and/or Zoning Verification	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*If located in Immokalee or seeking affordable housing, include an additional set of each submittal requirement				

*The following exhibits are to be completed on a separate document and attached to the application packet:

- ☒ Exhibit C: Master Plan- See Chapter 3 E. 1. of the Administrative Code
- ☒ Exhibit D: Legal Description
- ☒ Exhibit E: List of Requested LDC Deviations and justification for each
- ☒ Exhibit F: List of Development Commitments

If located in RFMU (Rural Fringe Mixed Use) Receiving Land Areas

Pursuant to LDC subsection 2.03.08.A.2.a.2.(b).i.c., the applicant must contact the Florida Forest Service at **239-690-3500** for information regarding "Wildfire Mitigation & Prevention Plan."

PLANNERS – INDICATE IF THE PETITION NEEDS TO BE ROUTED TO THE FOLLOWING REVIEWERS:

<input checked="" type="checkbox"/> School District (Residential Components): Amy Lockheart	<input type="checkbox"/> Conservancy of SWFL: Nichole Johnson
<input checked="" type="checkbox"/> Utilities Engineering: Eric Fey	<input checked="" type="checkbox"/> Parks and Recreation: Barry Williams & David Berra
<input checked="" type="checkbox"/> Emergency Management: Dan Summers	<input type="checkbox"/> Immokalee Water/Sewer District:
<input type="checkbox"/> City of Naples: Robin Singer, Planning Director	<input type="checkbox"/> Other:

ASSOCIATED FEES FOR APPLICATION

- ☒ Pre-Application Meeting: \$500.00
- ☐ PUD Rezone: \$10,000.00* plus \$25.00 an acre or fraction of an acre
- ☒ PUD to PUD Rezone: \$8,000.00* plus \$25.00 an acre or fraction of an acre
- ☒ PUD Amendment: \$6,000.00* plus \$25.00 an acre or fraction of an acre
- ☒ Comprehensive Planning Consistency Review: \$2,250.00
- ☒ Environmental Data Requirements-EIS Packet (submittal determined at pre-application meeting): \$2,500.00

☐ Listed or Protected Species Review (when an EIS is not required): \$1,000.00

Transportation Review Fees:

- ☒ Methodology Review: \$500.00, to be paid directly to Transportation at the Methodology Meeting*
 - *Additional fees to be determined at Methodology Meeting.
 - o Minor Study Review: \$750.00
 - o Major Study Review \$1,500.00



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Legal Advertising Fees:

- CCPC: \$1,125.00
- BCC: \$500.00



School Concurrency Fee, if applicable:

- Mitigation Fees, if application, to be determined by the School District in coordination with the County

Fire Code Plans Review Fees are collected at the time of application submission and those fees are set forth by the Authority having jurisdiction. The Land Development Code requires Neighborhood Notification mailers for Applications headed to hearing, and this fee is collected prior to hearing. All checks payable to: Board of County Commissioners.

As the authorized agent/applicant for this petition, I attest that all of the information indicated on this checklist is included in this submittal package. I understand that failure to include all necessary submittal information may result in the delay of processing this petition.

**Additional fee for the 5th and subsequent re-submittal will be assessed at 20% of the original fee.*

Signature of Petitioner or Agent

Date

Printed named of signing party



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EXHIBIT A

(To be completed in a separate document and attached to the application packet.)

PERMITTED USES:

No building or structure, or part thereof, shall be erected, altered or used, or land used, in whole or in part, for other than the following:

A. Principal Uses:

1. _____

Any other principal use which is comparable in nature with the foregoing list of permitted principal uses, as determined by the Board of Zoning Appeals ("BZA") by the process outlined in the LDC.

B. Accessory Uses:

1. _____

Accessory uses and structures customarily associated with the permitted principal uses and structures, including, but not limited to:

CONDITIONAL USES (Optional)

1. _____

DEVELOPMENT STANDARDS

Table _____ below sets forth the development standards for land uses within the (type of PUD) PUD Residential Subdistrict. Standards not specifically set forth herein shall be those specified in applicable sections of the LDC in effect as of the date of approval of the SDP or subdivision plat.

EXHIBIT B

(To be completed in a separate document and attached to the application packet.)

**TABLE I
RESIDENTIAL DEVELOPMENT STANDARDS**

DEVELOPMENT STANDARDS	SINGLE FAMILY	SINGLE FAMILY ATTACHED & TOWNHOUSE	TWO-FAMILY, PATIO & ZERO LOT LINE	MULTI-FAMILY	CLUBHOUSE/ RECREATION BUILDINGS
PRINCIPAL STRUCTURES					
MINIMUM LOT AREA	S.F. PER UNIT	S.F. PER UNIT	S.F. PER UNIT	S.F. PER UNIT	S.F. PER UNIT
MINIMUM LOT WIDTH	FEET	FEET	FEET	FEET	FEET
MINIMUM FLOOR AREA	S.F.	S.F.	S.F.	S.F./D.U.	N/A
MIN FRONT YARD	FEET	FEET	FEET	FEET	N/A
MIN SIDE YARD	FEET	FEET	FEET	FEET	N/A
MIN REAR YARD	FEET	FEET	FEET	FEET	N/A
MIN PRESERVE SETBACK	FEET	FEET	FEET	FEET	FEET
MIN. DISTANCE BETWEEN STRUCTURES	FEET	FEET	FEET	FEET or BH, whichever is greater	N/A
MAX. BUILDING HEIGHT NOT TO EXCEED	FEET	FEET	FEET	FEET	FEET
ACCESSORY STRUCTURES					
FRONT	FEET	FEET	FEET	FEET	FEET
SIDE	FEET	FEET	FEET	FEET	BH
REAR	FEET	FEET	FEET	FEET	FEET
PRESERVE SETBACK	FEET	FEET	FEET	FEET	FEET
DISTANCE BETWEEN PRINCIPAL STRUCTURE					
MAX. BUILDING HEIGHT NOT TO EXCEED		SPS	SPS	SPS or FEET	FEET

S.P.S. = Same as Principal Structures

BH = Building Height

Footnotes as needed

GENERAL: Except as provided for herein, all criteria set forth below shall be understood to be in relation to individual parcel or lot boundary lines, or between structures. Condominium, and/or homeowners' association boundaries shall not be utilized for determining development standards.

Setback may be either _____ feet (_____) on one side or _____ feet (_____) on the other side in order to provide a minimum separation between principal structures of _____ feet (_____. Alternatively, if the _____ foot (_____) setback option is not utilized, then the minimum setback shall not be less than _____ feet (_____) and the combined setback between principal structures shall be at least _____ feet (_____. At the time of the application for subdivision plat approval for each tract, a lot layout depicting minimum yard setbacks and the building footprint shall be submitted.

**TABLE II
DEVELOPMENT STANDARDS FOR COMMERCIAL DISTRICT**

	PRINCIPAL USES	ACCESSORY USES
MINIMUM LOT AREA	Sq. Ft.	N/A
MINIMUM LOT WIDTH	_____ Ft.	N/A
MINIMUM YARDS (External)		
From Immokalee Road Canal ROW	_____ Ft.	SPS
From Future Extension of Collier Blvd.	_____ Ft.	SPS
From Western Project Boundary	_____ Ft.	_____ Ft.
MINIMUM YARDS (Internal)		
Internal Drives/ROW	_____ Ft.	_____ Ft.
Rear	_____ Ft.	_____ Ft.
Side	_____ Ft.	_____ Ft.
MIN. DISTANCE BETWEEN STRUCTURES	Ft. or sum of Building heights *	_____ Ft.
MAXIMUM HEIGHT		
Retail Buildings	_____ Ft.	_____ Ft.
Office Buildings	_____ Ft.	_____ Ft.
MINIMUM FLOOR AREA	_____ Sq. Ft. **	N/A
MAX. GROSS LEASABLE AREA	_____ Sq. Ft.	N/A

* Whichever is greater

** Per principal structure, on the finished first floor.



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PROPERTY OWNERSHIP DISCLOSURE FORM

This is a required form with all land use petitions, except for Appeals and Zoning Verification Letters.

Should any changes of ownership or changes in contracts for purchase occur subsequent to the date of application, but prior to the date of the final public hearing, it is the responsibility of the applicant, or agent on his behalf, to submit a supplemental disclosure of interest form.

Please complete the following, use additional sheets if necessary.

- a. If the property is owned fee simple by an INDIVIDUAL, tenancy by the entirety, tenancy in common, or joint tenancy, list all parties with an ownership interest as well as the percentage of such interest:

Name and Address	% of Ownership

- b. If the property is owned by a CORPORATION, list the officers and stockholders and the percentage of stock owned by each:

Name and Address	% of Ownership

- c. If the property is in the name of a TRUSTEE, list the beneficiaries of the trust with the percentage of interest:

Name and Address	% of Ownership



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- d. If the property is in the name of a GENERAL or LIMITED PARTNERSHIP, list the name of the general and/or limited partners:

Name and Address	% of Ownership

- e. If there is a CONTRACT FOR PURCHASE, with an individual or individuals, a Corporation, Trustee, or a Partnership, list the names of the contract purchasers below, including the officers, stockholders, beneficiaries, or partners:

Name and Address	% of Ownership

Date of Contract: _____

- f. If any contingency clause or contract terms involve additional parties, list all individuals or officers, if a corporation, partnership, or trust:

Name and Address

- g. Date subject property acquired _____

☐ Leased: Term of lease _____ years /months

If, Petitioner has option to buy, indicate the following:



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Date of option: _____

Date option terminates: _____, or

Anticipated closing date: _____

AFFIRM PROPERTY OWNERSHIP INFORMATION
--

Any petition required to have Property Ownership Disclosure, will not be accepted without this form. Requirements for petition types are located on the associated application form. Any change in ownership whether individually or with a Trustee, Company or other interest-holding party, must be disclosed to Collier County immediately if such change occurs prior to the petition's final public hearing.

As the authorized agent/applicant for this petition, I attest that all of the information indicated on this checklist is included in this submittal package. I understand that failure to include all necessary submittal information may result in the delay of processing this petition.

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

Growth Management Department
ATTN: Business Center
2800 North Horseshoe Drive
Naples, FL 34104

Agent/Owner Signature

Date

Agent/Owner Name (please print)