



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: PUDA
Date and Time: Tuesday July 24 1:30PM

Assigned Planner: Gilbert Martinez

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

Project Information

Project Name: Tree Farm MPUD

PL #: 20180002194

Property ID #: 187240000, 187400002, 188040005 Current Zoning: MPUD

Project Address: _____ City: _____ State: _____ Zip: _____

Applicant: Sharon Umpenhour

Agent Name: Grady Minor Phone: 239-947-1144

Agent/Firm Address: 3800 Via Del Rey City: Bonita Springs FL State: _____ Zip: 34134

Property Owner: TBC Tree Farm 1 LLC -187240000
TBC Tree Farm 2 LLC -187400002 & 188040005

Please provide the following, if applicable:

- i. Total Acreage: 51.04
- 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

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>.

LANDSCAPE: PLAN SHOWS NO CHANGES TO BUFFERS
CHANGE IS TO REFINISH, NOT USE.

ENVIRONMENTAL (CRAIG) THE APPLICANT STATES THERE ARE NO
CHANGES TO THE APPROVED PRESERVE (.SIACRES) NO ENVIRONMENTAL DATA
IS REQUIRED UNLESS CHANGES TO PRESERVE IS PROPOSED. ES STAFF
NEED TO BE PART OF THE REVIEW.

Comp Planning: FLUE Designation is Mixed
Use Activity Center Subdistrict #3 and the
Urban Residential Subdistrict within
the density band. Please address
FLUE Policy 5.6 for compatibility.
Also please address FLUA Policies
7.1, 7.2, 7.3, & 7.4.

5/10/18/18 - Submit an updated stormwater plan per Michelle
Mosca from Stormwater Dept water

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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* TRANSPORTATION PLANNING - METHODOLOGY MEETING TO DISCUSS TRIP LIMIT AND UNIT COUNT CHANGES. PROVIDES EMAIL AHEAD OF MEETING SO STAFF CAN RESEARCH.

Zoning 425 - 434 D/W

Convey Trip Cost Based on FARE sheet

ADD Provision for self storage

Height not to Exceed

50'

Modify MSP.

Hold NIM

Other required documentation for submittal (not listed on application):

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Pre-Application Meeting Sign-In Sheet
 PL# 20180002194

Collier County Contact Information:

Name	Review Discipline	Phone	Email
<input type="checkbox"/> David Anthony	Environmental Review	252-2497	david.anthony@colliercountyfl.gov
<input type="checkbox"/> Summer Araque	Environmental Review	252-6290	summer.brownaunque@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 checked="" type="checkbox"/> Ray Bellows	Zoning, Planning Manager	252-2463	raymond.bellows@colliercountyfl.gov
<input 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 type="checkbox"/> Heidi Ashton Cicko	Managing Asst. County Attorney	252-8773	heidi.ashton@colliercountyfl.gov
<input type="checkbox"/> Thomas Clarke	Operations Coordinator	252-2584	thomas.clarke@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 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 checked="" 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 checked="" type="checkbox"/> Gil Martinez	Zoning Principal Planner	252-4211	gilbert.martinez@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



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<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
<input type="checkbox"/>	Stefanie Nawrocki	Development Review - Zoning	252-2313	stefanie.nawrocki@colliercountyfl.gov
<input 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"/>	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 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 checked="" 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 checked="" 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
Cecilia Varga	COMD-DR	252-2463	cecilia.varga@colliercountyfl.gov
DAN WATERS	TBE TREE FARM	262 2600	DWATERS@BARRONCOLLIER.
NORM THE BIL COCK	"		
CHARLES THOMAS	TBE TREE FARM	239 450-4544	charles.thomas@brookline.company
Rich Yovanovitch	CYK LAW	435-3535	ryovanovitch@cyklaw.com
Wayne Arnold	Grady Minor	947-1144	warnold@gradymenor.com
RAY BELLOWES	Collier County	25	



Applicant/Agent may also send site plans or conceptual plans for review in advance if desired.

PL20180002194 **PRE-APP INFORMATION**

Assigned Ops Staff:
Camden Smith

STAFF FORM FOR SUPPLEMENTAL PRE-APPLICATION MEETING INFORMATION

• **Name and Number of who submitted pre-app request**

Sharon Umpenhour / 239-947-1144 / sumpenhour@gradyminor.com

• **Agent to list for PL#**

D. Wayne Arnold, AICP, Q. Grady Minor and Associates, P.A.

**Please copy Sharon Umpenhour (sumpenhour@gradyminor.com) on all emails pertaining to this project.

• **Owner of property (all owners for all parcels)**

Parcel ID Number 00188040005

TBC Tree Farm 1, LLC, 14004 Roosevelt Boulevard, Suite 601, Clearwater, Florida 33762

Parcel ID Number 00187240000 and 00187400002

TBC Tree Farm 2, LLC, 14004 Roosevelt Boulevard, Suite 601, Clearwater, Florida 33762

• **Confirm Purpose of Pre-App: (Rezone, etc.)**

PUD Amendment

• **Please list the density request of the project if applicable and number of homes/units/offices/docks (any that apply):**

• **Details about Project (choose type that applies):**

PUDA – Applicant is proposing to increase project density and add an additional amenity area.

REQUIRED Supplemental Information provided by:

Sharon Umpenhour
Senior Planning Technician
sumpenhour@gradyminor.com
239-947-1144





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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 an up-to-date application. Please provide the submittal items in the exact order listed below, with cover sheets attached to each section. **Incomplete submittals will not be accepted. A Model PUD Document is available online at <http://www.colliercountyfl.gov/Home/ShowDocument?id=76983>.**

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 (download latest version)	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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Listed or Protected Species survey, less than 12 months old. Include copies of previous surveys.	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Traffic Impact Study	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Historical Survey	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>
School Impact Analysis Application, if applicable	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> TF
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 type="checkbox"/>	<input type="checkbox"/>
<i>no new deviations</i>			
Checklist continues on next page			



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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"/>
Revised PUD document with changes crossed thru & underlined	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Official Interpretation and/or Zoning Verification	1	<input checked="" 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 A: List of Permitted Uses
- Exhibit B: Development Standards
- 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 checked="" type="checkbox"/> Conservancy of SWFL: Nichole Johnson
<input checked="" type="checkbox"/> Utilities Engineering: Eric Fey	<input 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
- N/A Environmental Data Requirements-EIS Packet (submittal determined at pre-application meeting): \$2,500.00
- N/A 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.
 - Minor Study Review: \$750.00
 - 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