



COLLIER COUNTY GOVERNMENT
GROWTH MANAGEMENT DEPARTMENT
www.colliercountyfl.gov

2800 NORTH HORSESHOE DRIVE
NAPLES, FLORIDA 34104
(239) 252-2400 FAX: (239) 252-6358

**APPLICATION FOR LAND DEVELOPMENT CODE AMENDMENT
PRIVATELY INITIATED**

LDC Section 10.02.09

Ch. 2 B. of the Administrative Code for Land Development

Assigned Planner: _____

PROJECT NUMBER
PROJECT NAME
DATE PROCESSED

For Staff Use

APPLICANT CONTACT INFORMATION

Name of Applicant(s): _____

Name of Property Owner if different than Applicant: _____

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

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

Name of 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.

PROJECT INFORMATION

Project Name: _____

Location Description: _____



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Project Description/Summary of Change: _____

Pre-Application Meeting and Final Submittal Requirement Checklist for:
 Privately Initiated LDC Amendments
 Ch. 2 B. of the Administrative Code for Land Development

The following Submittal Requirement Checklist is to be utilized during the Pre-Application Meeting and at time of application submittal. At time of 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 FOR REVIEW	# OF COPIES	REQUIRED	Not Required
Completed Application	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pre-Application meeting notes	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed LDC amendment request	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Code Amendments	1	<input type="checkbox"/>	<input type="checkbox"/>
Amended Zoning Maps		<input type="checkbox"/>	<input type="checkbox"/>
Electronic copy of all documents	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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Planners: Indicate if the petition needs to be routed to the following additional reviewers:

<input type="checkbox"/>	Bayshore/Gateway Triangle Redevelopment: Executive Director	<input type="checkbox"/>	Historical Review
<input type="checkbox"/>	City of Naples: Robin Singer, Planning Director	<input type="checkbox"/>	Immokalee Water/Sewer District:
<input type="checkbox"/>	Conservancy of SWFL: Nicole Johnson	<input type="checkbox"/>	Parks and Recreation: Barry Williams and David Berra
<input type="checkbox"/>	Emergency Management: Dan Summers; and/or EMS: Artie Bay	<input type="checkbox"/>	School District: Amy Lockheart
<input type="checkbox"/>	Naples Airport Authority	<input type="checkbox"/>	Collier County Airport Authority
<input type="checkbox"/>	Other:	<input type="checkbox"/>	Other:

PUBLIC PARTICIPATION REQUIREMENTS
 LDC section 10.03.06 A or K
 Chapter 8 of the Administrative Code for Land Development

Newspaper Advertisements Required:

The legal advertisement shall be published at least 15 days before the advertised public hearing in a newspaper of general circulation. The advertisement shall include at a minimum:

- Date, time, and location of the hearing;
- Description of the proposed land uses; and
- LDC amendments that change the list of permitted, conditional, or prohibited uses within a zoning category shall include a 2 in. x 3 in. map of the project location.

Public Meetings Required:

- **Development Services Advisory Committee-Land Development Review Subcommittee (DSAC-LDR):** No legally required advertising.
- **Development Services Advisory Committee (DSAC):** No legally required advertising.

Public Hearing Requirements:

For amendments that change the zoning map designation of 10 acres of land or less, or *do not change* the list of permitted, conditional, or prohibited land uses within a zoning category:

- **Environmental Advisory Council (EAC):** The EAC shall hold at least one public hearing (if applicable).
- **Collier County Planning Commission (CCPC):** The CCPC shall hold at least one public hearing.
- **Board of County Commissioners (BCC):** The BCC shall hold at least one advertised public hearing.



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For amendments that change the zoning map designation of 10 acres of land or more, or *do change* the list of permitted, conditional, or prohibited land uses within a zoning category:

- **Environmental Advisory Council (EAC):** The EAC shall hold at least one public hearing (if applicable).
- **Collier County Planning Commission (CCPC):** The CCPC shall hold at least one public hearing.
 - The CCPC may elect by a majority decision to hear such ordinance or resolution at two public hearings. If there is only one CCPC hearing, the hearing shall be held after 5:00 p.m. on a weekday, and if there are two CCPC hearings, then at least one of the hearings shall be held after 5:00 p.m. on a weekday.
- **Board of County Commissioners (BCC):** The BCC shall hold at least two advertised public hearings.
 - At least one hearing shall be held after 5:00 p.m. on a weekday, unless the BCC by a majority vote plus one vote elects to conduct that hearing at another time of day.

FEE REQUIREMENTS

- Pre-application Meeting:** \$500.00
 - To be credited towards the application fee if the application is filed within 9 months of pre-application meeting.
- Amendment to the LDC:** \$3,000.00
- Legal Advertising Fees:**
 - CCPC: \$1,125.00
 - BCC: \$500.00

All checks payable to: Board of County Commissioners.

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

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