



COLLIER COUNTY GOVERNMENT
GROWTH MANAGEMENT DIVISION
www.colliergov.net

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

PETITION FOR WAIVER FROM SEPARATION REQUIREMENTS FOR AUTOMOBILE SERVICE STATIONS

LDC subsection 5.05.05 B & Code of Laws section 2-83 – 2-90
Chapter 6 G. of the Administrative Code

PETITION NO (PL)
PROJECT NAME
DATE PROCESSED

To be completed by staff

APPLICANT CONTACT INFORMATION

Name of Applicant(s): _____

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

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

Name of Owner(s): _____

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

Telephone: _____ Cell: _____ Fax: _____

E-Mail Address: _____

PROPERTY INFORMATION

Provide a detailed legal description of the property covered by the application: (If space is inadequate, attach on separate page)

Property I.D. Number: _____ Section/Township/Range: ____/____/____

Subdivision: _____ Unit: _____ Lot: _____ Block: _____

Metes & Bounds Description: _____

Address/general location of subject property: _____

BE AWARE THAT COLLIER COUNTY HAS LOBBYIST REGULATIONS. GUIDE YOURSELF ACCORDINGLY AND ENSURE THAT YOU ARE IN COMPLIANCE WITH THESE REGULATIONS.



COLLIER COUNTY GOVERNMENT
 GROWTH MANAGEMENT DIVISION
www.colliergov.net

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

ZONING INFORMATION

Current Zoning of subject property: _____

Adjacent property information:

	Zoning	Land Use
N		
S		
E		
W		

WAIVER REQUEST DETAIL

Please address the following waiver request details on an attached separate sheet:

1. What is the extent of the waiver being requested (in linear feet) from the required 500 foot separation? (NOTE: This measurement is the shortest distance between the nearest points of any two lots occupied by an Automobile Service Station, or for which a building permit has been issued.)

2. The Office of the Hearing Examiner may grant a waiver for part or all of the minimum separation requirements set forth in LDC subsection 5.05.05 B, if it is demonstrated by the applicant and determined by the Office of the Hearing Examiner that the site proposed for development of an Automobile Service Station is separated from another Automobile Service Station by natural or man-made boundaries, structures or other features which offset or limit the necessity for such minimum distance requirements.

Staff’s analysis and subsequent recommendation, and the Office of the Hearing Examiner’s determination, are based on the following criteria as provided by LDC section 5.05.05 B. Please provide a narrative, on a separate sheet attached to this application, describing how the waiver complies with the criteria listed below to the extent you wish as it pertains to the proposed use.

- a. Describe the nature and type of natural or man-made boundary, structure, or other feature lying between the proposed establishment and an existing Automobile Service Station which may, as determined by the reviewing body, lessen the impact of the proposed service station. Such boundary, structure, or other feature may include, but is not limited to, lakes, marshes, nondevelopable wetlands, designated preserve areas, canals, and a minimum of a four-lane arterial or collector right-of-way.

- b. Whether or not the Automobile Service Station is only engaged in the servicing of automobiles during regular, daytime business hours, or if in addition to or in lieu of servicing, the station sells food, gasoline and other convenience items during daytime, nighttime, or on a 24-hour basis.

- c. Whether the Automobile Service Station is located within a shopping center primarily accessed by a driveway or if it fronts on and is accessed directly from a platted road right-of-way.

- d. Whether or not the granting of the distance waiver will have an adverse impact on adjacent land uses especially residential land uses.



COLLIER COUNTY GOVERNMENT
 GROWTH MANAGEMENT DIVISION
www.colliergov.net

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

Pre-Application Meeting and Final Submittal Requirement Checklist for:
 Waiver from Separation Requirements for Automobile Service Stations
 Chapter 6 G. 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 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 (download from website for current form)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Completed Addressing Checklist	1	<input type="checkbox"/>	<input type="checkbox"/>
Pre-Application meeting notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conceptual Site Plan 24 in. x 36 in., along with one reduced copy 8 ½ in. x 11in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warranty Deed	2	<input type="checkbox"/>	<input type="checkbox"/>
Affidavit of Authorization , signed and notarized	2	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Data Requirements, if required	3	<input type="checkbox"/>	<input type="checkbox"/>
Aerial photographs	5	<input type="checkbox"/>	<input type="checkbox"/>
Electronic copy of all documents and plans *Please advise: The Office of the Hearing Examiner requires all materials to be submitted electronically in PDF format.	1	<input type="checkbox"/>	<input type="checkbox"/>
Letter of no objection from the United States Postal Service. Contact Robert M. Skebe at (239) 435-2122.	1	<input type="checkbox"/>	<input type="checkbox"/>
Written Market Study Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*If located in the Bayshore/Gateway triangle Redevelopment Area, include an additional set of each submittal requirement			

ADDITIONAL REQUIREMENTS FOR THE PUBLIC HEARING PROCESS:

- Following the completion of the review process by County review staff, the applicant shall submit all materials electronically to the designated project manager.
- Please contact the project manager to confirm the number of additional copies required.



COLLIER COUNTY GOVERNMENT
 GROWTH MANAGEMENT DIVISION
www.colliergov.net

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

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

<input type="checkbox"/>	Bayshore/Gateway Triangle Redevelopment: Executive Director	<input type="checkbox"/>	Environmental Review: See Pre-Application Meeting Sign-In Sheet
<input type="checkbox"/>	Addressing: Annis Moxam	<input type="checkbox"/>	Graphics: Mariam Ocheltree
<input type="checkbox"/>	City of Naples: Robin Singer, Planning Director	<input type="checkbox"/>	Historical Review
<input type="checkbox"/>	Comprehensive Planning: See Pre-Application Meeting Sign-In Sheet	<input type="checkbox"/>	Immokalee Water/Sewer District:
<input type="checkbox"/>	Conservancy of SWFL: Nichole Ryan	<input type="checkbox"/>	Parks and Recreation: Vicky Ahmad
<input type="checkbox"/>	County Attorney's Office: Heidi Ashton-Cicko	<input type="checkbox"/>	Transportation Pathways: Stacey Revay
<input type="checkbox"/>	Emergency Management: Dan Summers; and/or EMS: Artie Bay	<input type="checkbox"/>	School District (Residential Components): Amy Heartlock
<input type="checkbox"/>	Engineering: Alison Bradford	<input type="checkbox"/>	Transportation Planning: John Podczerwinsky
<input type="checkbox"/>	Other:	<input type="checkbox"/>	Utilities Engineering: Kris VanLengen

FEE REQUIREMENTS

All checks payable to: Board of County Commissioners

- Pre-Application Meeting:** \$500.00 (to be credited towards the application fee if the application is filed within 9 months of pre-application meeting)
- Automobile Service Station Separation Requirement Waiver:** \$1,000.00
- Estimated Legal Advertising fee for the Office of the Hearing Examiner or the BZA:** \$500.00

 Agent/Owner Signature

 Date

 Applicant/Owner Name (please print)