



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

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

**STANDARD REZONE APPLICATION**  
LDC Section 10.02.08  
Chapter 3 H. of the Administrative Code

PROJECT NO  
PROJECT NAME  
DATE PROCESSED

*To be completed by staff*

**APPLICANT CONTACT INFORMATION**

Name of Property Owner(s): \_\_\_\_\_

Name of Applicant if different than owner: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Name of Agent: \_\_\_\_\_

Firm: \_\_\_\_\_

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:

- 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: \_\_\_\_\_

Plat Book: \_\_\_\_ Page #: \_\_\_\_ Property I.D. Number: \_\_\_\_\_



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Size of Property: \_\_\_\_\_ ft. x \_\_\_\_\_ ft. = \_\_\_\_\_ Total Sq. Ft. Acres: \_\_\_\_\_

Address/ General Location of Subject Property: \_\_\_\_\_

**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: (If space is inadequate, attach on separate page)

Section/Township/Range: \_\_\_\_/\_\_\_\_/\_\_\_\_

Plat Book: \_\_\_\_ Page #: \_\_\_\_ Property I.D. Number: \_\_\_\_\_

Lot: \_\_\_\_ Block: \_\_\_\_ Subdivision: \_\_\_\_\_

Metes & Bounds Description: \_\_\_\_\_

**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 subject property: \_\_\_\_\_

**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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**ASSOCIATIONS**

**Requirement:** 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:** \_\_\_\_\_

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**Mailing Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**EVALUATION CRITERIA**

Pursuant to LDC section 10.02.08, staff’s 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, please provide a narrative statement describing the rezone request with specific reference to the criteria noted below. Include any backup materials and documentation in support of the request.**

1. Whether the proposed change will be consistent with the goals, objectives, policies, future land use map and elements of the Growth Management Plan.
2. The existing land use pattern.
3. The possible creation of an isolated district unrelated to adjacent and nearby districts.
4. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property for the proposed change.
5. Whether changed or changing conditions make the passage of the proposed amendment (rezone) when necessary.
6. Whether the proposed change will adversely influence living conditions in the neighborhood.
7. Whether the proposed change will create or excessively increase traffic congestion or create types of traffic deemed incompatible with surrounding land uses, because of peak volumes or projected types of vehicular traffic, including activity during construction phases of the development, or otherwise affect public safety.
8. Whether the proposed change will create a drainage problem.



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9. Whether the proposed change will seriously reduce light and air to adjacent areas.
10. Whether the proposed change will seriously affect property values in the adjacent area.
11. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accordance with existing regulations.
12. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.
13. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.
14. Whether the change suggested is out of scale with the needs of the neighborhood or the county.
15. Whether it is impossible to find other adequate sites in the county for the proposed use in districts already permitting such use.
16. The physical characteristics of the property and the degree of site alteration which would be required to make the property usable for any of the range of potential uses under the proposed zoning classification.
17. The impact of development on the availability of adequate public facilities and services consistent with the levels of service adopted in the Collier County Growth Management Plan and as defined and implemented through the Collier County Adequate Public Facilities Ordinance [Code Ch. 106, art. II], as amended].
18. Such other factors, standards, or criteria that the board of county commissioners shall deem important in the protection of the public health, safety, and welfare.

**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.

**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?

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**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.



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### STATEMENT OF UTILITY PROVISIONS FOR STANDARD REZONE REQUEST

#### APPLICANT INFORMATION

Name of Applicant(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Address of Subject Property (If available): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

#### LEGAL DESCRIPTION

Section/Township/Range: \_\_\_\_/\_\_\_\_/\_\_\_\_

Lot: \_\_\_\_ Block: \_\_\_\_ Subdivision: \_\_\_\_\_

Plat Book: \_\_\_\_ Page #: \_\_\_\_ Property I.D. Number: \_\_\_\_\_

Metes & Bounds Description: \_\_\_\_\_

#### 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

- 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: \_\_\_\_\_



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

**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.

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**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.

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**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.

**PUBLIC NOTICE REQUIREMENTS**

This land use petition requires a Neighborhood Information Meeting (NIM), pursuant to Chapter 3 H. 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 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.**



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**Pre-Application Meeting and Final Submittal Requirement Checklist for:  
 Standard Rezone  
 Chapter 3 H. 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 current form from County website)	1	<input checked="" type="checkbox"/>	
Pre-Application meeting notes	1	<input type="checkbox"/>	<input type="checkbox"/>
Project Narrative	1	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">Affidavit of Authorization, signed and notarized</a>	1	<input checked="" type="checkbox"/>	
<a href="#">Completed Addressing Checklist</a>	1	<input checked="" type="checkbox"/>	
<a href="#">Property Ownership Disclosure Form</a>	1	<input checked="" type="checkbox"/>	
Utility Provisions Statement with sketches	1	<input type="checkbox"/>	<input type="checkbox"/>
Signed and Sealed Survey	1	<input type="checkbox"/>	<input type="checkbox"/>
Conceptual Site Plan	1	<input type="checkbox"/>	<input type="checkbox"/>
Architectural Rendering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
List identifying Owner & all parties of corporation	1	<input type="checkbox"/>	<input type="checkbox"/>
Warranty Deeds	1	<input checked="" type="checkbox"/>	
Environmental Data Requirements, pursuant to LDC section 3.08.00	1	<input type="checkbox"/>	<input type="checkbox"/>
Listed Species Survey; less than 12 months old. Include copies of previous surveys	1	<input 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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Historical Survey or waiver request	1	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Impact Statement, with applicable fees	1	<input type="checkbox"/>	<input type="checkbox"/>
School Impact Analysis Application – residential projects only	1	<input type="checkbox"/>	<input type="checkbox"/>
Electronic copy of all documents and plans	1	<input type="checkbox"/>	<input type="checkbox"/>
<b>*If located in Immokalee or seeking affordable housing, include an additional set of each submittal requirement</b>			

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.”



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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: Nichole 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 (Residential Components): Amy Lockheart
<input type="checkbox"/>	Other:	<input type="checkbox"/>	Other:

**FEE REQUIREMENTS**

- Pre-Application Meeting:** \$500.00 (Applications submitted 9 months or more after the date of the last pre-application meeting shall not be credited towards application fees and a new pre-application meeting will be required)
- Rezone Petition (regular):** \$6,000.00 plus \$25.00 an acre (or fraction thereof)
  - o Additional Fee for 5<sup>th</sup> and subsequent reviews: 20% of original fee
- Comprehensive Planning Consistency Review:** \$750.00
- Listed/Protected Species Survey:** \$1,000.00
- Estimated Legal Advertising:**
  - o CCPC- \$1,125.00
  - o BCC- \$500.00
- Transportation Fee:**
  - o Methodology Review: \$500.00 (Additional fees to be determined at Methodology meeting)
- School Concurrency Review:** If required, 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. 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.*

*All checks payable to: Board of County Commissioners.*

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

**Growth Management Department  
 Planning and Regulation  
 ATTN: Business Center  
 2800 North Horseshoe Drive  
 Naples, FL 34104**

\_\_\_\_\_  
 Agent/Owner Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Applicant/Owner Name (please print)