



COLLIER COUNTY GOVERNMENT
GROWTH MANAGEMENT DEPARTMENT
www.colliergov.net

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

ADMINISTRATIVE EXCAVATION VARIANCE
CODE OF LAWS SECTION 22-120

PROJECT NUMBER
PROJECT NAME
DATE PROCESSED

To be completed by staff

APPLICANT INFORMATION

Applicant(s): _____
Address: _____ **City:** _____ **State:** _____ **ZIP:** _____
Telephone: _____ **Cell:** _____ **Fax:** _____
E-Mail Address: _____

AGENT INFORMATION

Name of Agent: _____
Firm: _____
Address: _____ **City:** _____ **State:** _____ **ZIP:** _____
Telephone: _____ **Cell:** _____ **Fax:** _____
E-Mail Address: _____

LEGAL DESCRIPTION OF SUBJECT PROPERTY

Section/Township/Range: ____/____/____ **Property I.D. Number:** _____
Subdivision: _____ **Unit:** _____ **Lot:** _____ **Block:** _____
Metes & Bounds Description: _____
Current Zoning and Land use of Subject Parcel: _____
Minimum Lake Setback to Property Boundary: Front: _____ **Side:** _____ **Rear:** _____

NATURE OF REQUEST

1. Provide a detailed explanation of the variance request that including what lakes are existing and what are proposed; the amount of variance requested including specific dimensional criteria and requested variance; why variance is necessary; what would be the negative impact to this variance not being approved; etc.

2. Pursuant to the Code of Laws and Ordinances section 22-120 (a), please respond to the following:

What is unique, unnecessary and inequitable hardship on the person or affected property? Relief may be granted only upon submitted proof that such hardship is peculiar to that person or that affected property, the problem is not self-imposed, and that the granting of the variance would be consistent with the general intent and purpose of this sections and the variance is the minimum variance necessary to eliminate the hardship.

3. Provide a detailed explanation of the variance requested including justification and evidence that there will be no negative impacts on groundwater, surface water, future maintenance, and water quality or quantity attenuation.

SUBMITTAL CHECKLIST

REQUIREMENTS	# OF COPIES	REQUIRED	NOT REQUIRED
Completed Application	5	<input type="checkbox"/>	<input type="checkbox"/>
Affidavit of Authorization signed and notarized	5	<input type="checkbox"/>	<input type="checkbox"/>
Survey or Site Plan of property depicting the following: <ul style="list-style-type: none"> ➤ All property boundaries and dimensions ➤ North Arrow, date and scale of drawing ➤ All existing and proposed lakes (labeled as such) ➤ Map with contours showing setbacks and depth for each lake 	5	<input type="checkbox"/>	<input type="checkbox"/>
Location Map depicting major streets in area of reference	5	<input type="checkbox"/>	<input type="checkbox"/>

Fees

- Review fee: \$1,000

All checks payable to: Board of County Commissioners

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

Growth Management Department - Planning and Regulation

ATTN: Business Center

2800 North Horseshoe Drive

Naples, FL 34104