



Department of Operations and Regulatory Management
Growth Management Division, Planning and Regulation

Application for Extended Construction Work Hours

Collier County Ordinance 90-17, as amended, provides that any construction activities and site preparation activities including but not limited to land clearing and grading, excavation and vegetation removal, authorized or permitted pursuant to the provisions of this Code shall occur only during the following hours: 6:30 a.m. to 7:00 p.m., Monday through Saturday. No construction activity or site preparation activity is permitted on Sundays or on the following holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day.

Furthermore, Ordinance 90-17 also allows for any person desiring to engage in any construction activity beyond the stated hours of limitation, based upon cases of emergency, to apply in writing to the County Manager or designee for an Emergency Construction Permit. Such application shall state all facts and circumstances demonstrating the existence of an emergency and the need for such permit. Such permits, if granted, shall be limited to 15 days, but may be renewed for additional periods if the emergency or need therefor continues. Requests for renewals of said permit shall be made in writing prior to the expiration of permits previously issued pursuant to this section. In the issuance of such permits, the County Manager or designee shall weigh all facts and circumstances presented and shall determine whether the reasons given for the emergency are valid and reasonable; whether the public health, safety, and welfare will be protected or better served by granting the permit requested; and whether, should the permit not be granted, the manner and amount of loss or inconvenience to the applicant presented by the emergency imposes a significant hardship. Upon an affirmative finding of the foregoing considerations, the County Manager or designee is authorized to issue the emergency Construction Permit. Notice of said permit application shall be given to all property owners adjacent to the subject site. During such periods of emergency activities and during the normal construction or site preparation hours of 6:30 a.m. to 7:00 p.m., the sound levels generated by construction or site preparation activities shall not exceed those permitted under this Ordinance.

Applications can be made with the Collier County Growth Management Division, Department of Operations and Regulatory Management, Business Center, located at 2800 N. Horseshoe Drive, Naples, FL 34104. Telephone: (239) 252-2400.

CONDITIONS OF APPROVAL

Should the application be approved, the following conditions must be met:

- A. Construction traffic is limited to major streets. Use of residential neighborhood streets is prohibited.
- B. Maximum practical distance shall be maintained between residences and work sites.
- C. If a term longer than 15 days is required to complete the work, the applicant shall request renewal of the permit.
- D. This permit may be immediately revoked if unresolved complaints are brought to the attention of the County Manager or designee.
- E. Special Conditions: _____

APPLICATION FOR EXTENDED CONSTRUCTION WORK HOURS Complete Items 1 through 4

1. PROJECT DEVELOPMENT ACTIVITY

Project Name: _____
 Project Location _____
 Address: _____
 Name of On-site _____
 Job Superintendent: _____
 Phone: _____

Extension Requested For:

From: ___/___/___ To: ___/___/___

Day(s) of Week: _____

Time(s) of Day: _____

2. APPLICATION INFORMATION

Name: _____
 Firm/ _____
 Organization: _____

Address: _____

Phone: _____

Email: _____

Applicant's _____

Signature: _____

Date: _____

3. PROJECT WORK PLAN: PLEASE ATTACH A WRITTEN SCOPE OF WORK AND RATIONALE FOR REQUESTING AN EXTENDED CONSTRUCTION WORK HOURS PERMIT.

- a. All requests for construction projects shall be accompanied by a site plan illustrating the distance between the construction site and all other properties within 1,000 feet.
- b. An approved disposal haul plan and a permit are prerequisites for extended hauling hours.

4. FEE: Application for a Permit Revision - \$50.00 (not valid for greater than fifteen (15) calendar days)

FOR STAFF USE

Approved Approved with Modifications Declined Ext Hrs Permit Number EXT _____ EXTF _____

Date, Day(s) of Week, Hours _____

Authorizing Signature _____ Phone _____ Date _____

Fee Collected \$ _____ Date Paid _____ Receipt Number _____

Project No. _____ Permit Type _____

Sec. 54-82. - Definitions.

Construction means any site preparation, assembly, erection, substantial repair, alteration, or similar action, but excluding demolition, for or on any public or private right-of-way, structures, utilities, or similar property.

County Code Enforcement Department means the designated authority charged with administration of this Ordinance and enforcement in addition to enforcement by the County Sheriff's Office.

Emergency Work means any work performed for the purpose of preventing or alleviating the physical trauma or property damage threatened or caused by an emergency.

Sec. 54-92. - Maximum permissible sound levels.

Construction Sounds.

- (1) *Power driven construction equipment.* No person shall operate or permit to be operated any power driven construction equipment without a muffler or other sound reduction device that is at a minimum as effective as that recommended by the manufacturer or provided as original equipment. Construction equipment that must be operated within 2,500 feet of a residentially zoned area on a 24-hour per day basis (including, but not limited to, pumps, well tips, and generators) shall be shielded by a barrier to reduce the Sound Level during the hours of 6:00 p.m. to 7:00 a.m. unless the unshielded Sound Level is less than the Sound Level limits stated in Table I.
- (2) *Exceptions.* Construction activities or site preparation activities performed by the County, state, or federal governments are exempt from the Emergency Construction Permit requirement, provided that such activities are conducted in compliance with applicable law, including this Ordinance.

Extended Construction Work Hours Permit
Information Sheet

1. Obtain an Extended Construction Work Hours Permit application from the Business Center, Growth Management Division, 2800 N. Horseshoe Drive, Naples, FL 34104. An editable PDF form may also be obtained online at www.colliergov.net.
2. Fill out the application requesting the dates and times you would like to work outside the permissible hours.
3. Provide all reasons why the work must be done outside the allowable times. Please be specific as this rationale is part of the criteria used to evaluate your request and determine if the circumstances provided demonstrate the existence of an emergency need.
4. The application will be reviewed by a member of the Growth Management Division Business Center team. Staff will research the following:
 - Whether the location is near a residential development,
 - Whether the public health, safety, and welfare will be protected or better served by granting the permit requested,
 - Whether the manner and amount of loss or inconvenience to the applicant presented by the emergency imposes a significant hardship to the applicant,
 - Whether notice of said permit application was provided to all property owners adjacent to the project location, and
 - Whether neighborhood complaints pertaining to this project have been received by the County.
5. One of the three actions will occur in response to the application:
 - The extended hours permit application may be approved as it is requested,
 - The application may be approved with a modified schedule or additional conditions, or
 - The application may be denied.

A response to your request is typically made within two (2) business days of receiving the application. ***If you are near occupied residences, please allow additional time for research.*** Moreover, you may be required to create and distribute flyers with contact information before obtaining your permit. A template containing required information is available at the Business Center.

6. After your application has been reviewed, researched, and action taken, the applicant or designee will be contacted. If a permit is granted, it may be obtained by paying for the permit at the GMD Business Center located at 2800 N. Horseshoe Drive, Naples, FL 34104.
7. A new permit is valid for only fifteen (15) days. The fee for this permit revision is \$50.00.
8. Flyers are required for concrete pours or any other construction work which will disturb the public peace and quiet in or near a residential area. The flyer must contain the following information:
 - Work hours,
 - Date of the work to be done (including pour(s)),,
 - Name and number of a contact person who will be on-site and available to discuss complaints at the time of the construction activity.

A template is available detailing required information at the Business Center, Growth Management Division, 2800 N. Horseshoe Drive, Naples, FL 34104. Alternatively, a template can be obtained at www.colliergov.net.

9. Subcontractors requesting to work outside the permissible hours must submit a letter of consent from the developer with the application.

Please direct any questions that you may have to the GMD Business Center, Growth Management Division at (239) 252-2400.