

LIMITED DENSITY BONUS POOL ALLOCATION (LDBPA)
Land Development Code Section 4.02.16 C.13
Chapter 6 N. of the Administrative Code

Applicant Contact Information

Name of Property Owner: _____

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

Phone: _____ E-Mail: _____

Name of Applicant/Agent: _____

Firm: _____

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

Phone: _____ E-Mail: _____

Applicability

The Limited Density Bonus Pool Allocation (LDBPA) is applicable to multi-family or mixed-use developments on two contiguous acres or less in the Bayshore Zoning Overlay District (BZO) and Gateway Triangle Zoning Overlay District (GTZO). The limited density bonus pool is for smaller developments to incentivize redevelopment and to promote investment in the public realm. Up to two additional dwelling units per acre are allowed to be allocated to a multi-family or mixed-use development through an LDBPA, subject to the following:

- i. The project must comply with the dimensional and design standards of the BZO or GTZO as applicable.
- ii. The development shall be within a zoning district or overlay zoning district that permits multi-family development or mixed-use development.
- iii. The property shall be limited to a maximum of two contiguous acres. An allocation request shall not be granted for property that is subdivided after March 11, 2022.
- iv. The maximum number of additional units shall be limited to four additional units and not exceed a density increase of two additional dwelling units per acre.

Collier County

Property Information

Property Address: _____ Property ID Number: _____

Section/Township/Range: _____/_____/_____

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

Metes & Bounds Description:

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

Current Zoning Designation: _____

Type of Development Proposed: _____

Total Area of Project: _____ Number of Units: _____ Density: _____

Proposed Number of Affordable Housing Units: _____

Non-Residential Sq.Ft.: _____

Associations

Complete the following for all registered Home Owner / Civic Association(s) that could be affected by this petition and located within 1,000 feet of the subject property. Provide additional sheets if necessary. Information can be found on the [Civic Associations and Communities page](#) on the Board of County Commissioner's website. Applicant is responsible for and shall confirm the current mailing addresses for each association as registered by the Florida Department of State, Division of Corporations.

Name of Homeowner Association: _____

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

Name of Homeowner Association: _____

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

Name of Homeowner Association: _____

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

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Name of Homeowner Association: _____

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

**Pre-Application Meeting and Final Submittal Requirement Checklist
 Limited Density Bonus Pool Allocation (LDBPA)
 Administrative Code Chapter 6 N. and
 SDP, SDPA, SIP requirements: Administrative Code Chapter 4 I.2 – I.4**

The following Submittal Requirement Checklist shall 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 or processed.**

REQUIREMENTS FOR REVIEW	REQUIRED	NOT REQUIRED
Application Form , completed with required attachments (download latest version)	<input checked="" type="checkbox"/>	
Pre-Application Meeting Notes	<input checked="" type="checkbox"/>	
Affidavit of Authorization , signed and notarized	<input checked="" type="checkbox"/>	
Property Ownership Disclosure Form	<input checked="" type="checkbox"/>	
Completed Addressing Checklist (no older than 6 months)	<input checked="" type="checkbox"/>	
Narrative statement of redevelopment project and how the project is consistent with standards for approval, pursuant to LDC section 4.02.16 C.	<input checked="" type="checkbox"/>	
Traffic Impact Statement	<input checked="" type="checkbox"/>	
Compliance with the County’s access management policies	<input checked="" type="checkbox"/>	
Completed SDP, SDPA, or SIP The site development plan or site improvement plan and the coversheet shall be prepared on a maximum size sheet measuring 24 inches by 36 inches, drawn to scale showing the areas affected by the amendment. The sheet must clearly show the changes “clouded” and clearly delineate the area and scope of the work to be done.	<input checked="" type="checkbox"/>	
Engineering plans Pursuant to LDC section 10.02.03, the engineering plans shall be signed and sealed by the applicant’s professional engineer licensed to practice in the State of Florida. For projects subject to LDC section 5.05.08, architectural drawings, shall be signed and sealed by a licensed architect, registered in the State of Florida. Landscape plans shall be signed and sealed by licensed landscape architect, registered in State of Florida.	<input type="checkbox"/>	<input type="checkbox"/>
Architectural drawings	<input type="checkbox"/>	<input type="checkbox"/>
Landscape plans	<input type="checkbox"/>	<input type="checkbox"/>
Electronic copy of all documents and plans	<input checked="" type="checkbox"/>	
REQUIREMENTS FOR PUBLIC HEARING PROCESS:		
The Office of the Hearing Examiner requires all materials to be submitted electronically in PDF format.		

Public Notice Requirements

1. Mailed Notice

Written notice shall be sent to property owners in the notification area at least **15 days** before the first advertised hearing.

2. Newspaper Advertisement

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

- a. Date, time, and location of the hearing;
- b. Application number and project name;
- c. 2 in. x 3 in. map of project location; and
- d. Description of location

Public Hearing / Evaluation Criteria

The Hearing Examiner (HEX) or Planning Commission (CCPC) shall hold at least 1 advertised hearing. See Chapter 9 of the Administrative Code for the Office of the Hearing Examiner Procedures. If the petition is heard by the Planning Commission, one Board of Zoning Appeals (BZA) hearing is required. The application shall be reviewed by HEX or CCPC for compliance with the following standards of approval as stated in LDC section 4.02.16 C.13.d.:

- i. The proposed development is consistent with the Growth Management Plan.
- ii. The development shall have a beneficial effect upon the neighborhood and advance a Goal, Objective, or Strategy of the adopted Bayshore Gateway Triangle Community Redevelopment Plan.
- iii. Internal driveways, utilities, drainage facilities, recreation areas, building heights, yards, architectural features, vehicular parking, loading facilities, sight distances, landscaping and buffers shall be adequate for the particular use involved.
- iv. Vehicular access to the project shall not be gated.
- v. The petition has provided compatibility enhancements by exceeding minimum buffer requirements or incorporating streetscape enhancements.
- vi. Compliance with the public realm improvements requirements in LDC section 4.02.16 C.15., summarized as follows:

Monetary Contribution to the CRA's Public Art Fund, CRA Capital Project Fund, or County Capital Project Fund is calculated based on units received (1 to 4 bonus units): 3% of the engineer's Opinion of Probable Cost at time of SDP or Plat.

OR

An alternative or offset to the monetary contribution may be completed through physical improvements within the project or by land or easement dedications where such improvements or land or easement is identified as a need in the CRA Redevelopment Plan, Public Art Pilot Plan, CRA Improvement Plan, or County Capital Improvement Plans.

Fee Requirements

Pre-Application Meeting fees are applied as credit towards review fees upon submittal of application, if received within nine months from the date the pre-application meeting is held.

Pre-Application Meeting: \$500.00	\$ _____
Limited Density Bonus Pool Allocation Application: \$1,000.00	\$ _____
Estimated Legal Advertising for CCPC or HEX: \$1,125.00	\$ _____
BZA, if heard by CCPC: \$500.00	\$ _____
If applicable, an additional fee for Property Owner Notifications will be billed to the applicant after Hearing Examiner hearing date. (Variable)	\$ _____
Fee Subtotal:	\$ _____
Pre-application fee credit:	\$ _____
Total Fees Required:	\$ _____

All fees are collected at the time of application. Property Notification Letters, if required by The Land Development Code, will be invoiced after the petition is heard by the Board of County Commissioners.

As the authorized agent/applicant for this petition, I attest that all 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. Additional fee for the 5th and subsequent re-submittal will be assessed at 20% of the original fee.

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

Growth Management Community Development Department | GMCD Portal:

<https://cvportal.colliercountyfl.gov/cityviewweb>

Questions? Email: GMDClientServices@colliercountyfl.gov

Applicant Signature

Date

Printed Name