

TEMPORARY USE PERMIT APPLICATION – MODEL HOME/MODEL SALES CENTER

LDC Section [5.04.01](#) and [5.04.04](#) and LDC subsection [10.02.06 F](#)
[Chapter 4 J.5](#) of the Administrative Code

Model Home		Model Sales Center		Extension
Duration of Use	to	Hours of Operation		

This permit is valid for 36 months. An extension beyond 36 months shall require either a Conditional Use (CU) permit or a Temporary Use Extension.

APPLICANT CONTACT INFORMATION

Applicant				
Address		City	State	Zip
Telephone		Email Address		

OWNER CONTACT INFORMATION

Owner				
Address		City	State	Zip
Telephone		Email Address		

PROPERTY INFORMATION

Development/Subdivision			
Address of Site		Lot	Block
Zoning		Property ID #	
Developer/Builder			
Telephone		Email Address	

LAND USE INFORMATION

Provide a description of the proposed uses and identify the impact of the proposed use on adjacent properties, if any. Use and attach additional sheets to this application, if needed.

SUBMITTAL REQUIREMENTS

See [Chapter 4 J.5](#) of the Administrative Code for submittal requirements. The following items must be submitted with the completed application:

Completed application (download the most current form from the County website)

A copy of the current valid Business Tax Receipt in the case of a temporary sale, when required by [F.S. 205](#).

Model homes or model sales centers to be located within a proposed single-family development prior to final plat approval require the following:

A plat and construction plans showing all required infrastructure for the lot(s) on which the model home or model sales center is to be located; and

A site development plan (SDP), see [Chapter 4.I.2](#) of the Administrative Code; and

A maximum of 5 models, or a number corresponding to 10% of the total number of platted lots, whichever is less, per platted, approved development shall be permitted prior to final plat approval as specified; and

Documentation showing all required utilities will be available to the subject site. The SDP must depict all required utilities in detail; and

The boundaries depicted on the preliminary subdivision plat shall be depicted on the subject property, if applicable; and

Final lot grading and drainage conveyance shall be in conformance with the master grading plan for the project as depicted on the preliminary subdivision plat submittal documents, if applicable; and

Confirmation that the model home has not been previously used as a residence.

Model sales centers within an existing subdivision require the following additional:

In the case of a permanent structure which is a dwelling unit, a site improvement plan (SIP), pursuant to LDC section [10.02.03](#) and subsection [5.04.04 C](#); and

In the case of a permanent structure which is other than a dwelling unit, a site development plan (SDP), pursuant to LDC section [10.02.03](#) and subsection [5.04.04 C](#); and

In the case of a temporary structure (mobile home or sales trailer), either a conception site plan which addresses the requirements of LDC subsection [5.04.04 C](#), or a SIP, depending on the extent of the work required.

ACCEPTANCE AND APPROVAL

By acceptance of this permit, the applicant agrees to defend, hold harmless, and indemnify Collier County and its agents from any and all liability which may arise as a result of the issuance of this permit.

Applicant/Agent

Date

Conditions

This permit does not constitute approvals which may also be necessary under other local, state, and federal regulations, including, but not limited to right-of-way permit, building permit, FAA, FCC, fire district, and DEP. This temporary use permit is issued pursuant to information provided by the applicant.

FEE REQUIREMENTS

TU Permit, Model Homes and Sales Center	\$500.00
Fire Review	\$150.00

Please submit the completed application online via the [GMD Public Portal](#).

If you need assistance submitting your application online, please review the [E-Permitting Guide](#).