

## STREET NAME CHANGE PROCEDURES

Collier County Ordinance No. 2007-62 states that anyone wishing to rename a County street must submit a petition of sixty-six percent of the property owners abutting the street to be renamed. The proposed name may not duplicate an existing name. **Applicants must verify with the Addressing Section of the Collier County Growth Management Community Development Division (239-252-2482) that the proposed name is not a duplication prior to submitting the application.** An addressing checklist should be completed and provided with the application.

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](#).

## SUBMITTAL REQUIREMENTS

1. A petition signed by sixty-six percent of the property owners abutting the street to be renamed. (A list of property owners should be obtained from the Collier County Property Appraisers Office.)
2. A site plan of the street to be renamed, showing the length of the street in tenths of miles, the location and number of street signs, and the zoning of abutting properties.
3. Addressing Checklist
4. The legal description, including section, township, range, and subdivision (as applicable), of the abutting properties.
5. The reason for requesting the change.
6. Electronic copy of all documents and plans.

## FEE REQUIREMENTS

Fees for Street Name Change (Platted):

1. \$500.00 Review Fee
2. \$1.50 for each property owner requiring notification of the proposed name change (to be collected after letters have been sent)
3. \$500.00 Legal Advertising Fees for BCC meeting (estimated amount to be reconciled against actual legal advertising billing from Naples Daily News at the completion of the project)
4. \$150.00 Fire Fee

**APPLICANT INFORMATION**

NAME OF APPLICANT(S) \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ CELL # \_\_\_\_\_ FAX # \_\_\_\_\_

E-MAIL \_\_\_\_\_

NAME OF OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ CELL # \_\_\_\_\_ FAX # \_\_\_\_\_

E-MAIL \_\_\_\_\_

**ASSOCIATIONS**

Complete the following for all registered 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 <https://www.colliercountyfl.gov/government/board-of-county-commissioners/civic-associations-and-communities>

NAME OF HOMEOWNER ASSOCIATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

NAME OF HOMEOWNER ASSOCIATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

NAME OF HOMEOWNER ASSOCIATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

**Be aware that Collier County has lobbyist regulations.  
Guide yourself accordingly and ensure that you are in compliance with these regulations**

**PROPOSED CHANGE**

CURRENT NAME OF STREET \_\_\_\_\_

PROPOSED STREET NAME \_\_\_\_\_

STREET IN QUESTION IS:  public, or  private

REASON FOR PROPOSED CHANGE \_\_\_\_\_

Approximate length of street \_\_\_\_\_ Number of parcels or lots abutting street \_\_\_\_\_

Total Number of property owners abutting street to be renamed \_\_\_\_\_

Total Number of property owners signing petition to change street name \_\_\_\_\_

Percentage of property owners signing petition \_\_\_\_\_

Applicant  does, or  does not; agree to pay cost of street sign replacement for public street,  
(approx. \$100.00 per sign )

**LOCATION**

List legal description(s) of properties abutting the street to be renamed. (Attach additional pages if necessary)

Subdivision: \_\_\_\_\_ Unit No. \_\_\_\_\_ Tract No. \_\_\_\_\_

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

Subdivision: \_\_\_\_\_ Unit No. \_\_\_\_\_ Tract No. \_\_\_\_\_

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

Subdivision: \_\_\_\_\_ Unit No. \_\_\_\_\_ Tract No. \_\_\_\_\_

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

Subdivision: \_\_\_\_\_ Unit No. \_\_\_\_\_ Tract No. \_\_\_\_\_

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

**PETITION**

**TO: THE BOARD OF COUNTY COMMISSIONERS  
COLLIER COUNTY, FLORIDA**

**THE UNDERSIGNED PETITIONERS HEREBY REQUEST THE BOARD OF COUNTY COMMISSIONERS TO  
CHANGE THE NAME OF THE FOLLOWING STREET NAME**

**FROM: \_\_\_\_\_ TO: \_\_\_\_\_**

NAME OF OWNER (PRINTED)	OWNER SIGNATURE	ADDRESS AND FOLIO # OF PROPERTY ABUTTING STREET	MAILING ADDRESS (IF DIFFERENT THAN ADDRESS ABUTTING STREET)	LEGAL DESCRIPTION OF ADDRESS	DATE

<b>NAME OF OWNER (PRINTED)</b>	<b>OWNER SIGNATURE</b>	<b>ADDRESS AND FOLIO # OF PROPERTY ABUTTING STREET</b>	<b>MAILING ADDRESS (IF DIFFERENT THAN ADDRESS ABUTTING STREET)</b>	<b>LEGAL DESCRIPTION OF ADDRESS</b>	<b>DATE</b>

## NEIGHBORHOOD INFORMATIONAL MEETING REQUIREMENTS Collier County Code of Laws and Ordinances

Section 22.357. – Duly advertised public hearing to rename a street.

(1) b.

*Public notification process when renaming platted streets or roadways where the change is initiated by a private individual. The applicant shall be responsible for conducting at least one neighborhood informational meeting. This meeting shall be held 30 days prior to changing of the roadway and the petitioner is required to install street signs. The location of the neighborhood information meeting should be reasonably convenient to those property owners affected by the renaming of the street and the facilities shall be of sufficient size to accommodate expected attendance. The applicant shall cause a display advertisement, in type no smaller than 12 point and said advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear. The advertisement shall state the purpose, location, and time of the meeting and shall be placed with a newspaper of general circulation in the county at least seven days prior to the neighborhood informational meeting.*

**Requirements:**

- Applicant must conduct at least one Neighborhood Information Meeting (NIM)
- The applicant must make arrangements for the location of the meeting. The location must be reasonably convenient to those property owners who are required to receive notice
- The meeting must be held 30 days prior to renaming of the roadway
- Meeting must be advertised in the newspaper seven (7) days prior to meeting
  - Display ad shall be no smaller than 12 point
  - Shall not be placed in that portion of the newspaper where legal notices or classified ads appear
  - Placed in a newspaper of general circulation
  - Must state purpose, location and time of the meeting