



**APPLICATION TO ADMINISTRATIVELY AMEND
A PLANNED DEVELOPMENT OR PUD**

[Sections 2-501.D.2.F., and 2-403]

OR

APPLICATION FOR FINAL PLAN APPROVAL

[205-1.F., 2-403, and 2-405.A.]

In The Village of Estero

Project Name: _____

Current Zoning: _____

☐ Amendment to a PD or PUD to allow: _____

☐ Final Plan Approval for: _____

1. Name of Applicant: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

2. Relationship of Applicant to owner (check one) and provide Affidavit of Authorization form:

☐ Applicant is the sole owner of the property.

☐ Applicant has been authorized by the owner(s) to represent them for this action.

3. Authorized Agent: (If different than applicant) Name of the person who is to receive all Village of Estero-initiated correspondence regarding this application.

a. Company

Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

b. Additional Agent(s): Provide the names of other agents that the Village of Estero may contact concerning this application.

4. Property owner(s): If multiple owners (corporation, partnership, trust, association), provide a list with owner interest.

Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

5. Disclosure of Interest:

☐ Attach Disclosure of Interest Form

6. STRAP Number(s):

7. **Street Address of Property:** _____
8. **Legal Description (must submit one):**
☐ Legal description (metes and bounds) and sealed sketch of the legal description.
OR
☐ Legal description (NO metes and bounds) if the property is located within a subdivision platted per F.S. Chapter 177, and is recorded in the Official Records of Lee County under Instruments or Plat Books.
9. **Comprehensive Plan (Future Land Use) Designation:** _____
10. **Original Project Name:** _____
11. **Original Rezoning Resolution Number:** _____
12. **Subsequent Zoning Action Resolution/Case Numbers** (if any): Please list all previous zoning and administrative actions (approvals and denials) on this project subsequent to original rezoning. Include Resolution Numbers and Case Numbers (provide added sheets, if necessary).

13. **Development Order Numbers** (if any): List all local development orders approved on this project. Please indicate the status of each development order (provide added sheets, if necessary).

14. **Written Narrative:** Provide a written narrative statement explaining exactly what is proposed.
15. **Deviations:** If any relief is requested from the provisions of the Village of Estero Land Development Code (LDC), provide a **written explanation** of the specific relief requested (a schedule of deviations). Explain what conditions currently exist which warrant this request for relief from the regulations (a written justification for each of the requested deviations). Include specific references to any section (number{s} and name{s}) of the LDC from which relief is sought including why the requested relief is necessary and how it will affect the project. All deviation requests must be specifically keyed to the location on the Master Concept Plan or Final Plan.
17. **Proposed Final Plan (for Final Plan Approval applications only):** Provide a copy of the proposed Final Plan consistent with the approved Master Concept Plan and the approved Zoning Resolution at a size of 24"x36" and 11"x17". This proposed Final Plan must show any DEVIATION(s) keyed on the plan to identify the location of the specific deviation.
18. **Public Meeting Requirements:** Provide a meeting summary document of the required public informational session, if applicable.

SUBMITTAL REQUIREMENT CHECKLIST

*Please provide one CD or thumb drive and three **COLLATED** paper sets of your submittal package.
Clearly label your attachments as noted in bold below.*

<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	Filing Fee (no copies)
<input type="checkbox"/>	Affidavit of Authorization Form
<input type="checkbox"/>	Additional Agents
<input type="checkbox"/>	Multiple Owners List (if applicable)
<input type="checkbox"/>	Disclosure of Interest Form
<input type="checkbox"/>	Legal Description (must submit one)
<input type="checkbox"/>	Legal description (metes and bounds) and sealed sketch of legal description
	OR
<input type="checkbox"/>	Legal description (NO metes and bounds) if the property is located within a subdivision platted per F.S. Chapter 177, and is recorded in the Official Records of Lee County under Instruments or Plat Books
<input type="checkbox"/>	Previous Zoning Actions (if applicable)
<input type="checkbox"/>	DO Numbers (if applicable)
<input type="checkbox"/>	Narrative of Request
<input type="checkbox"/>	Schedule of Deviations
<input type="checkbox"/>	Public Meeting Summary if applicable
<input type="checkbox"/>	MCP and detailed drawings of any proposed deviations (if applicable) (24"x36" and 11"x17")
<input type="checkbox"/>	Proposed Final Plan including deviations keyed to the plan (24"x36" and 11"x17")