



**COLLIER COUNTY GOVERNMENT  
GROWTH MANAGEMENT DEPARTMENT  
PLANNING AND REGULATION**

**2800 NORTH HORSESHOE DRIVE  
NAPLES, FLORIDA 34104  
239) 252-2400 FAX (239) 252-6358  
[www.colliergov.net](http://www.colliergov.net)**

### **STEWARDSHIP RECEIVING AREA (SRA) DESIGNATION APPLICATION**

The following documents the necessary items, exhibits and agreements for the Stewardship Receiving Area Designation Application.

#### **SUBMITTAL PACKAGE**

Submit the Application to: Growth Management Department  
Attn: Operations & Regulatory  
2800 N. Horseshoe Drive, Naples Florida 34104  
Phone (239) 252-2400 / Fax (239) 643-6968

The Applicant shall submit one copy of the application or may submit electronically for verification of completeness. The application package shall also contain completed copies of the appropriate form(s) as provided herein. The Applicant is responsible for providing additional copies for public hearings and for County records, once the application is finalized.

#### **REQUIRED FEES**

Application Fee: \$7,000.00 plus \$25.00 per acre  
Comprehensive Plan Consistency Review \$2,250.00  
FIAM (Fiscal Impact Analysis) \$4,000.00  
BCC Legal Advertising \$500  
CCPC Legal Advertising \$1,125  
Fire Pre-Application Meeting: \$150.00 (Applied as credit towards fire review fee upon submittal of application if within 9 months of the pre-app meeting date)  
Fire Planning Review Fee: \$1000.00  
Transportation Fees –refer to pre-application meeting notes  
School Concurrency Review Fees, if required. Mitigation Fees, if applicable, to be determined by the School District in coordination with the County  
Refer to pre-application meeting notes for additional required fees.  
▶ Please make check payable to: *Board of County Commissioners*

#### **APPLICATION REVIEW SCHEDULE (LDC 4.08.07.E.)**

The application review schedule is as follows:

- ▶ Within thirty (30) days of receipt of the SRA Application, the applicant will be notified in writing that the application is complete and sufficient for review. If required, the applicant shall submit additional information.
- ▶ Within twenty (20) working days of receipt of the additional information the applicant will be notified if the application is complete.
- ▶ Staff review and written comments shall be submitted to the applicant sixty (60) days after sufficiency has been determined.
- ▶ Staff shall provide a written report containing their findings and recommendations of approval, approval with conditions or denial within ninety (90) days after sufficiency is determined.
- ▶ EAC hearing per LDC 4.08.07 F.1.a.
- ▶ The CCPC shall hold an advertised public hearing on the proposed application and agreement. The notice of this hearing shall be given ten (10) days prior to the meeting date.
- ▶ The BCC shall hold an advertised public hearing on the proposed application and agreement. The notice of this hearing shall be given ten (10) days prior to the meeting date.

#### **AMENDMENTS**

Collier County shall consider an amendment to an approved SRA in the same manner as designated in this application.



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## STEWARDSHIP RECEIVING AREA (SRA) APPLICATION

PROJECT NUMBER  
PROJECT NAME  
DATE PROCESSED

*To be completed by staff*

## APPLICANT INFORMATION

Name of Property Owner(s): \_\_\_\_\_

Name of Applicant if different than owner: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Agent: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

## PROPERTY INFORMATION

**You must include the County's Property Ownership Disclosure Form with this application in order for it to be considered complete. This form is located at: <https://www.colliergov.net/Home/ShowDocument?id=75093>.**

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

General Location and Cross Streets: \_\_\_\_\_

Folio Numbers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Area of Project: \_\_\_\_\_ acres

List any previously approved or pending petition numbers affecting the property. \_\_\_\_\_



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**ADJACENT ZONING/LAND USE**

|          | <b>Zoning</b> | <b>Land Use</b> |
|----------|---------------|-----------------|
| <b>N</b> |               |                 |
| <b>S</b> |               |                 |
| <b>E</b> |               |                 |
| <b>W</b> |               |                 |

**LIST OF CONSULTANTS**

|             |              |                        |
|-------------|--------------|------------------------|
| Name: _____ | Phone: _____ | Mailing Address: _____ |
| Name: _____ | Phone: _____ | Mailing Address: _____ |
| Name: _____ | Phone: _____ | Mailing Address: _____ |
| Name: _____ | Phone: _____ | Mailing Address: _____ |
| Name: _____ | Phone: _____ | Mailing Address: _____ |

**Applicant is responsible for providing finalized copies as required for public hearing.**

**I hereby submit and certify the application to be complete and accurate.**

\_\_\_\_\_  
Printed Name of Agent

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Date



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## SECTION I NATURAL RESOURCE INDEX ASSESSMENT (LDC 4.08.07.D.3.)

1. **Submit an Assessment that documents the Natural Resource Index Value Scores. The Assessment is to include an analysis that quantifies the number of acres by Index Values.**

The Assessment shall include the following:

- a. **Identify all lands within the proposed SRA that have an Index Value greater than 1.2.**
- b. **Verify that the Index Value scores assigned during the RLSA Study are still valid through recent aerial photography, satellite imagery, agency-approved mapping, or other documentation, as verified by field inspections.**
- c. **If the Index Value scores assigned during the RLSA Study are no longer valid the applicant shall document the current Index Value of the land.**
- d. **Quantify by type the acreage of agricultural lands being converted.**
- e. **Quantify by type the acreage of non- agricultural acreage being converted.**
- f. **Quantify by type the acreage of all lands within the proposed SRA that have an Index Value greater than 1.2.**
- g. **Quantify by type the acreage of all lands being designated as an SRA within the ACSC, if any.**
- h. **Demonstrate compliance with the Suitability Criteria contained in Section 4.08.07.A.1.**

## SECTION II NATURAL RESOURCE INDEX ASSESSMENT SUPPORT DOCUMENTATION (LDC 4.08.07.D.4.)

1. **Documentation to support the Natural Resource Index Assessment shall be provided for each SRA being designated**
  - a. **Legal description, including sketch or survey.**
  - b. **Acreage calculations of lands being put into the SRA, including acreage calculations of WRAs (if any) within the SRA boundary but not included in the SRA designation.**
  - c. **RLSA Overlay Map delineating the area of the RLSA District being designated as an SRA.**
  - d. **Aerial photograph delineating the area being designated as an SRA.**
  - e. **Natural Resource Index Map of the area being designated as an SRA.**
  - f. **FLUCCS map(s) delineating the area being designated as an SRA.**



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- g. Listed species map(s) delineating the area being designated as an SRA.**
- h. Soils map(s) delineating the area being designated as an SRA.**
- i. Documentation to support a change in the related Natural Resource Index Value(s), if appropriate.**

### **SECTION III OTHER REQUIRED DOCUMENTS**

- 1. Submit a SRA Master Plan consistent with the requirements of Section 4.08.07.G.**
- 2. Submit a SRA Development Document consistent with the requirements of Section 4.08.07.H.**
- 3. Submit a Public Facilities Impact Assessment Report addressing the requirements of Section 4.08.07.K.**
- 4. Submit an Economic Assessment Report addressing the requirements of Section 4.08.07.L.**
- 5. School Concurrency – if the proposed project includes a residential component, you are required to contact the School District of Collier County at 239-377-0267 to discuss school concurrency requirements. (Download the School Impact Analysis Application from the website)**

### **SECTION IV STEWARDSHIP CREDIT USE AND RECONCILIATION APPLICATION (LDC 4.08.07.D.9)**

- 1. The legal description of, or descriptive reference to, the SRA to which the Stewardship Credits are being transferred.**
- 2. Total number of acres within the proposed SRA and the total number of acres of the proposed SRA within the ACSC (if any).**
- 3. Number of acres within the SRA designated “public use” that do not require the redemption of Stewardship Credits in order to be entitled (does not consume credits).**
- 4. Number of acres of “excess” open spaces within the SRA that do not require the consumption of credits.**
- 5. Number of acres of WRAs inside the SRA boundary but not included in the SRA designation.**
- 6. Number of acres within the SRA that consume credits.**
- 7. The number of Stewardship Credits being transferred to (consumed by) the SRA and documentation that the applicant has acquired or has a contractual right to acquire those Stewardship Credits.**
- 8. The number of acres to which credits are to be transferred (consumed) multiplied by 8 Credits/acre equals the number of Credits to be transferred (consumed).**



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9. A descriptive reference to one or more approved or pending SSA Designation Applications from which the Stewardship Credits are being obtained. Submit copies of SSA Stewardship Credit Agreement and related documentation, including:
  - a. SSA Application Number
  - b. Pending companion SRA Application Number
  - c. SSA Designation Resolution (or Resolution Number)
  - d. SSA Credit Agreement (Stewardship Agreement)
  - e. Stewardship Credits Database Report
10. A descriptive reference to any previously approved Stewardship Credit Use and Reconciliation Applications that pertain to the referenced SSA(s) from which the Stewardship Credits are being obtained.
11. A summary table in a form provided by Collier County that identifies the exchange of all Stewardship Credits that involve the SRA and all of the associated SSAs from which the Stewardship Credits are being obtained.

## **SECTION V**

### **STEWARDSHIP RECEIVING AREA CREDIT AGREEMENT (LDC 4.08.07.D.11.b)**

1. The applicant for designation of an SRA shall enter into an SRA Credit Agreement with the County for each SRA.
2. The SRA Credit Agreement shall contain:
  - a. The number of SSA credits applied to the SRA land in order to carry out the plan of development on the acreage proposed in the SRA Development Documents.
  - b. The legal description of the SRA land and number of acres.
  - c. The SRA Master Plan, which must include the following:
    - i. Identify the land uses
    - ii. Identifying the number of residential dwelling units
    - iii. Gross leaseable area of retail square footage
    - iv. Gross leaseable office square footage
    - v. All other land uses depicted on the master plan.
3. Description of the SSA credits that are needed to entitle the SRA land and the anticipated source of said credits.
4. Acknowledgement from the applicant that development of SRA land may not commence until the applicant has recorded a SRA Credit Agreement Memorandum with the Collier County Clerk of Courts; and
5. The applicant's commitment, if any, regarding conservation or any other restriction on development on any lands within the SRA including wetlands, as may be depicted on the SRA Master Plan for special treatment.