



APPLICATION TO AMEND A PLANNED DEVELOPMENT OR PUD and/or APPLICATION FOR FINAL PLAN APPROVAL IN UNINCORPORATED AREAS ONLY [LDC Section 34-380 or 34-1037]

Project Name: Cypress Woods RVPD

Current Zoning: RVPD

- ☒ Amendment to a PD or PUD to allow: For Tiki Huts and Outdoor kitchens, remove Gazebo square footage.
- ☐ Final Plan Approval for: limitation, and rear yard accessory setback reduction for properties abutting option recreation area

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1. **Name of Applicant:** Cypress Woods RV Resort Homeowners Association, Inc
 Address: 4323 Snowberry Lane
 City, State, Zip: Naples, FL 34119
 Phone Number: 239-227-3929
 E-mail Address: dtruitt96@yahoo.com

 2. **Relationship of Applicant to owner (check one) and provide [Affidavit of Authorization](#) form:**
☒ Applicant is the sole owner of the property. [34-201(a)(1)a.1.]
☐ Applicant has been authorized by the owner(s) to represent them for this action. [34-203(a)(3)]

 3. **Authorized Agent: (If different than applicant) Name of the person who is to receive all County-initiated correspondence regarding this application. [34-203(a)(4)]**
 a. **Company Name:** RVi Planning + Landscape Architecture, Inc.
 Contact Person: Patty A. Kulak
 Address: 28100 Bonita Grande Drive, Suite 305
 City, State, Zip: Bonita Springs, FL 34135
 Phone Number: (239) 908-3408 Email: Pkulak@rviplanning.com
 b. **[Additional Agent\(s\)](#):** Provide the names of other agents that the County may contact concerning this application. [34-203(a)(4)]

 4. **Property owner(s): If multiple owners (corporation, partnership, trust, association), provide a list with owner interest. [34-203(a)(2)]**
 Name: Same as Applicant
 Address: _____
 City, State, Zip: _____
 Phone Number: _____ E-mail: _____

 5. **Disclosure of Interest [34-203(a)(2)]:**
☒ Attach [Disclosure of Interest](#) Form.

 6. **STRAP Number(s) [34-205(a)(5)]:**
See attached – Exhibit A

 7. **Street Address of Property:** See attached

LEE COUNTY COMMUNITY DEVELOPMENT
PO BOX 398 (1500 MONROE STREET), FORT MYERS, FL 33902
PHONE (239) 533-8585

8. Legal Description (must submit one):

☐ Legal description (metes and bounds) and sealed sketch of the legal description. [34-204(a)(5)]

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. ([Click here](#) to see an example of a legal description with no metes and bounds.) [34-204(a)(5)]

9. Lee Plan (Future Land Use) Designation: Urban Community

10. Original Project Name: Cypress Woods

11. Original Rezoning Resolution Number: Z-94-025

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).

See Attached Previous Zoning Actions

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).

DOS2003-000186

DCI2023-00030 Pending

14. Written Narrative: Provide a written narrative statement explaining exactly what is proposed. [34-373(a)(5)]

15. Deviations: If any relief is requested from the provisions of the Lee County 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. [34-373(a)(9)]

16. Planning Community or Community Plan Area*: Caloosahatchee Shores

*If in Caloosahatchee Shores [33-1482], Captiva [33-1612], Estero [33-64], Lehigh Acres [33-1401], North Fort Myers [33-1532], North (Upper) Captiva [33-1711], or Page Park [33-1203], attach meeting summary from informational meeting.

17. Approved Master Concept Plan (MCP): Provide an APPROVED MCP and DETAILED DRAWINGS of any DEVIATIONS OR CHANGES BEING PROPOSED at a size of 24"x36". [34-373(a)(6)]

18. 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". This proposed Final Plan must show any DEVIATION(s) keyed on the plan to identify the location of the specific deviation. [34-373(a)(6)]

SUBMITTAL REQUIREMENT CHECKLIST

Clearly label your attachments as noted in bold below.

☒	Completed application [34-203(a)(1)]
☒	Filing Fee [34-201(d)]
☒	Affidavit of Authorization Form [34-203(a)(3)]
☐	Additional Agents [34-203(a)(4)]
☐	Multiple Owners List (if applicable) [34-203(a)(2)]
☒	Disclosure of Interest Form [34-203(a)(2)]
☒	Legal description (must submit one) [34-203(a)(5)]
☐	Legal description (metes and bounds) and sealed sketch of 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. (Click here to see an example of a legal description with no metes and bounds.)
☒	Previous Zoning Actions (if applicable)
☐	DO Numbers (if applicable)
☒	Narrative of Request [34-373(a)(5)]
☐	Schedule of Deviations (if applicable) [34-373(a)(9)]
☒	Meeting Summary (if applicable)
☐	MCP and detailed drawings of any proposed deviations (if applicable) (24"x36") [34-373(a)(6)]
☐	Proposed Final Plan including deviations keyed to the plan (24"x36") [34-373(a)(6)]

Note: All information submitted with the application becomes a part of the public record and will be a permanent part of the file. Department staff will review this application for compliance with requirements of the Lee County Land Development Code. The applicant will be notified of any deficiencies.

Acceptance of an application for an administrative amendment in no way guarantees its approval. If the Director determines that the requested amendment is beyond the scope of Land Development Code Section 34-380 or 34-1036 and that a public hearing is necessary, then all fees paid toward the administrative application may be applied toward an application for public hearing.

The Director's decision on an administrative amendment is final and can not be appealed. In the event the Director denies the request, the applicant's only recourse is to apply for a public hearing. No fees paid for the administrative application will be refunded or applied towards the public hearing.

If it is determined that inaccurate or misleading information was provided to the county or the decision does not comply with the Land Development Code when rendered, then, at any time, the Director may issue a modified decision that complies with the Code or revoke the decision. If the approval is revoked, the applicant may acquire the necessary approvals by filing an application for public hearing in accordance with Chapter 34.