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OFFICIAL EDRC PUBLIC MEETING APPLICATION

(In accordance with Chapter 33 of the Lee County Land Development Code)

Effective: October 2010 (Version 2010c)

RE: EDRC Submittal Requirements and Public Meeting Application

Dear Applicant:

The Estero Design Review Committee (EDRC) would like to thank you for your interest in the design review and required public meeting process for a Development Order (D.O.) submittal for proposed developments within the Estero Plan Community in Lee County. The EDRC was created to provide a forum for Public Review and Comment as required in Chapter 33 of the Lee County Land Development Code for all proposed developments throughout the Estero Plan Community with special emphasis on, but not limited to, the Corkscrew Road and US-41 Overlays.

In the interest of saving valuable time during the D.O. submittal process the EDRC will only require the items on the attached submittal checklist and allow these items to be submitted for review in a general form prior to and required as a prerequisite for the D.O. submittal. While these items are conceptual in nature and small revisions may occur, they are meant to provide the EDRC with enough detailed information to review and comment on the aesthetic quality and intended functionality of the proposed development in accordance to the requirements for submitting a D.O. to Lee County.

The drawings submitted should include enough detail to provide an accurate illustration of what is being proposed for the development and must be prepared by the appropriate licensed professional. The drawings should illustrate and define the intent of the proposed development by the Applicant's Consultants in a manner that meets the standards of the Estero Community Plan as defined in Chapter 33, not just address the design of the site to meet the minimum requirements (**I.E. a schematic level landscape plan depicting the minimum Land Development Code [LDC] requirements, commonly prepared for D.O. submittal, will not be considered enough information to review the aesthetic quality of a proposed landscape design**).

Since the submitted items are conceptual the, EDRC will also require that a copy of the reviewed submittal package be given to county staff along with the entire D.O. to ensure the only major changes to the project are in response to the EDRC review comments. The EDRC recommends that the Applicant becomes familiar with Chapter 33 of the Lee County LDC and this application package when preparing for submittal **To expedite the review of your submittal, you are strongly encouraged to have a principal, or other person with full authority to make commitments and agree to design changes, in attendance at the public meeting** . The EDRC is striving to develop a design review process that can be accommodating to the typically tight development timeline and protect the Estero Community's intentions as stated in the Estero Community Plan.

Sincerely,

ESTERO DESIGN REVIEW COMMITTEE

William E. Prysi, RLA, ASLA - Chairman

ESTERO DESIGN REVIEW COMMITTEE

Public Meeting Application & Requirements



PUBLIC MEETING APPLICATION, CHECKLIST & INSTRUCTIONS

PART 1 – PUBLIC MEETING & ESTERO DESIGN REVIEW COMMITTEE (EDRC)

- Public Meeting Location:** Estero Community Park
The Estero Recreation Center
9200 Corkscrew Palms Boulevard
Estero, Florida
- Date of Meeting:** Second (2nd) Wednesday of each month
- Meeting Time:** 5:00PM
- Directions:** Located off of Corkscrew Boulevard on the south side of the road approximately 1 mile east of US-41 and a mile and half west of I-75. Turn south onto Corkscrew Palms Boulevard and take a right at the T-intersection when entering the park. The Community Center is approximately 500 yards on your left.
- Submittal Date:** Post marked eight (8) days prior to next scheduled Public Meeting or received the Friday before the scheduled Public Meeting date.
- Application Fee:** \$100.00, make check payable to The Estero Community Plan Fund **(Application Fee is required for each review of a single project and should be submitted to the EDRC at the review meeting. No Fee will be required for follow up meetings as applicable).**
- Total No. of Copies:** One (1) copy of Submittal Package (Must include all items on checklist below) to be mailed to each of the EDRC Committee Members at the addresses provided below:

Submittal Packages Sent to the following EDRC Members:

MEMBER, PHONE, & EMAIL

Nancy Cohen

(239) 498 6300

CohenNancyB@aol.com

ADDRESS

Architect

4730 Via Napoli

Bonita Springs Florida 34134

Brain F. Farrar

(239) 495-2435

Brian@BCFMgmtGroup.com

BCF Management Group

22190 Fairmount Court

Estero, Florida 33928

Joseph McHarris

(239) 948 6688

joe@mcharris.com

McHarris Planning and Design

11338 Bonita Beach Rd #103

Bonita Springs, FL 34135

MEMBER, PHONE, & EMAIL

Bob Melzer, RLA, ASLA
 (239) 482 7275
LopakaDesignStudio@yahoo.com

Tom O’Dea
 (239) 949-4224
TomOdea@embarqmail.com

Albert O’Donnell
 (239) 992-8842
al@odonnelllandscapes.com

William Prysi, RLA, ASLA*
 (239) 334-9144 #1001
BillPrysi@LAIFLA.com

Gerald Simons
 (239) 992-8485
SimonsTheArchitect@msn.com

Jim Wallace
 (239) 948 2929
wallacejm@earthlink.net

ADDRESS... cont.

Lopaka Design Studio, inc.
 2100 Burton Ave,
 Fort Myers FL 33907

Retired Engineer
 23195 Foxberry Lane
 Bonita Springs, Florida 34135

O’Donnell Landscapes, Inc.
 4291 Williams Road
 Estero, Florida 33928

Land Architects, Inc.
 8000 Summerlin Lakes Drive, Suite 202
 Fort Myers, Florida 33907

Architect
 9222 Lanthorn Way
 Estero, Florida 33928

Touchstone at Rapallo, Inc.
 8551 Via Rapallo
 Estero, Florida 33928

* - Denotes Current Committee Chairman

Also send Submittal Packages to the following “At Large” Community Representatives**MEMBER, PHONE, & EMAIL**

Kim Dailey - Webmaster
 (239) 458-1797
Kim@PapyrusDocument.com

Jack Lienisch – ECPP Representative
JackLienesch@gmail.com

Donald Eslick – Public Liaison
DonEslick@comcast.net

ADDRESS

Papyrus Document & Design
 701 SW 4th Terrace
 Cape Coral, Florida 33991

23640 Peppermill Court
 Bonita Springs, Florida 34134

23650 Via Veneto #604
 Bonita Springs, Florida 34134

ELECTRONIC SUBMISSIONS:

In an effort to expedite the process, the Applicant may submit all of the required information in a PDF format via email to each of the public recipients noted above. If an email address is not indicated, then that recipient will require a paper submittal. The Applicant is responsible for getting all of the pertinent information of the project to the EDRC and other public members prior to the public meeting.



PART 2 – REQUIRED PUBLIC PRESENTATION SUBMITTAL PACKAGE:

The following information must be submitted along with a completed application (Drawings must be to scale, no smaller than 11” x 17” and prepared by the appropriate licensed professionals):

1. Location Map & Photographs:

Must include; Location Map that shows how the project fits into the macro landscape. Provide enough detail for the public to understand the location of the project and how it will impact existing developments and communities. Photographs must include images of the proposed development site including any existing vegetation along with adjacent properties depicting any existing structures and their architectural styles. Photographs of similar use buildings in Estero should be provided as well.

2. Site Plan(s):

Must include; Bldg Setbacks, Easements, Limits of Property or Project, Parking Calculations and Layout, Pedestrian Circulation and Amenities, Proposed Building Footprint, Delineation of Open Space and Water Bodies, Preserve Areas, and Native/Heritage Trees or Palms to be protected.

3. Landscape Plan(s):

Must include; Landscape Plan that fully illustrates the design intent of the proposed landscape, and shall include the type, size, location and specifications of all landscape material. The landscape material must be shown to respond by specification and location to the proposed architecture and any other designed elements. Typical D.O. schematic landscape plan depicting only the LDC minimum requirements is not acceptable. Design must respond to the intent of both the Lee County LDC and Chapter 33.

4. Architectural Drawings (Floor & Roof Plans, Elevations, Etc.) & Color Chips:

Must include: a Roof Plan with roof heights illustrated; Elevations of all sides of the proposed Building(s), Elevations must include proposed Finishes to all exterior surfaces; Special Architectural Details, must include descriptive labeling and may require detail sketches, Elevations dimensioned and to scale; 3D Renderings, Floor Plans and/or Perspective Sketches would be helpful to understand the elevations. Color Chips must include samples of the proposed colors to be used on the buildings, any secondary structures and signage. Proposed colors may be included on the architecture elevations. However, color chips are preferred and required at the public meeting.

5. Signage:

Must include; Representative Plans, Elevations and Details of Signage, including any proposed signage on buildings and proposed monument signage on the site.

6. Zoning:

If a zoning resolution, variance, special exception or deviation has been granted, please submit the resolution and/or all other relevant public records with this application. Outparcels that must comply to an overall development requirement or secondary design standards, must clear their standards before presenting to the EDRC and must provide information as to how and when said compliance was made.

PART 3 – PUBLIC MEETING & EDRC PROCEDURES:

The following is a list of procedures that take place during the Public Meetings and what is typically required by Lee County to be included in an Application for a Development Order

1. Prior Presentation Materials and Information:

Prior to the Meeting and as a requirement for providing all of the relevant information that pertains to the project presentation, please make sure that all of the Estero Design Review Committee (EDRC) Members listed herein and the additional Correspondents have been provided with the information listed on the previous page in either digital (via email) or a hard copy format (via mail or courier). Also, please provide a fully executed Application as illustrated below to all Members of the EDRC and to the additional Correspondents within the time frames noted.

2. EDRC & Public Presentation:

The Applicant will be expected to provide all of the aforementioned information and to present the same to the Public in a manner that fully describes the project as it will be developed. The following questionnaire also illustrates the intent and context of the information that the EDRC and Public will expect to be addressed. Please be ready to address these items and to have the appropriate personnel on hand to articulate them to the EDRC and Public in attendance. The EDRC strongly encourages the Applicant to include both the project Architect and Landscape Architect at the public meeting(s).

4. EDRC & Public Meeting Procedures:

During the Project Presentation to the EDRC and Public in attendance by the Applicant, the EDRC will record the commentary by both the Committee and Public in the form of Meeting Minutes. These Minutes will be made public by the Committee normally by the following Monday after the meeting. The minutes themselves will be required to be part of the Project's Development Order submittal to Lee County and will be expected to be followed as a conditional of the approved Development Order Permit.

5. Post Public Meeting Procedures:

The Applicant should be prepared with having two (2) full copies of the project presentation in the form of a completed Application and all relevant project materials including plans, illustrations, elevations, color chips, etc. that are germane to the project as presented. These must be in the form of full size drawings to scale (11"x17 copies will be acceptable if the information at that size is sufficient in defining the project completely).

At the conclusion of the presentation and with public comment whereas the project has met the burden of public input as set forth by Chapter 33 of the Lee County LDC, the Applicant and EDRC Chairman (or acting Chairman) will sign both sets of drawings that illustrate the final design intent complete with any relevant comments. One Set will remain with the EDRC the other will be given to the Applicant to be included in the Development Order submittal to Lee County. The Applicant will be required to update the drawings in response to any comments agreed upon thereto as part of the Development Order Submittal to Lee County whereas said updated drawings should clearly reflect the comments generated by the public input process and the commitments made by the Applicant to be executed on the project.

6. Follow-up Meetings:

The Applicant should be prepared with re-presenting all and any information that fell short during the initial public presentation. Step five (5) as noted above will include the basis of any follow up meetings and concluding the burden of public presentations as defined by code.

PART 4 – EDRC Submittal Application Form (Page 1 of 4)

GENERAL INFORMATION (Use additional sheets if necessary)

1. Name of Project: _____
2. Applicant Name (or Owner): _____
 - Applicant Address: _____

3. Primary Firm Presenting Project to EDRC: _____
 - Contact Name & Phone No: _____
 - Contact Email Address: _____

PLANNING & COMMUNITY INFORMATION (Use additional Sheets if necessary)

1. Location of Project: _____

Date project was presented to Estero Community Planning Panel (if Applicable): _____

Estero Planning Community _____ Corkscrew Road Overlay _____ US-41 Overlay _____
(Check where applicable)

- Proposed Use: _____
 - Adjacent Uses: _____
2. Auto Service Station or Convenience Food & Beverage Store selling Motor Fuel: YES or NO
If yes, have minimums per LDC 33-1044 (c) been provided: YES or NO
 3. Planned Development: YES or NO. If yes, Zoning Resolution No.: _____
(Note: Provide a copy of the applicable Zoning Resolution where and as applicable)
 4. Out Parcel(s): YES or NO. If Yes, Applicable PD: _____
 5. Corner Lot: YES or NO. If Yes, Intersecting Roads: _____
 6. Area of Public Interest Provided: Yes or NO
Describe: _____
 7. Street Front Activity Provided: YES or NO
Describe: _____

PART 4 – EDRC Submittal Application Form (Page 2 of 4)

PLANNING & COMMUNITY INFORMATION (Use additional Sheets if necessary)... Cont.

8. Provide information of how the project will provide, achieve and maintain a unified and pleasing aesthetic quality as defined by the community standards set forth in Chapter 33 and other similar projects previously approved and built:

- Integrated Pedestrian Walkway & Greenway System: _____

- Joint or Centralized Parking: _____

- Compatibility and Connections with Surrounding Uses: _____

- Architectural Compatibility with Community Standards: _____

- Encouraging Mixed-Use: _____

- Community Interconnectivity: _____

- Provisions to Enhance Pedestrian Activity within the Project: _____

- Provisions to Enhance Pedestrian Linkages with External Uses: _____

- Unique Landscape Treatments that address Architecture and Community Standards: _____

- Integrated Signage and Compatibility with Community Standards: _____

PART 4 (Cont.) – EDRC Submittal Application Form (Page 3 of 4)

ARCHITECTURAL INFORMATION (Use additional sheets if necessary)

1. Are Multiple Buildings being Proposed: YES or NO. If so, please answer following questions for each building provided:

2. Architectural Data:
 - Multi Tenant Building: YES or NO Number of Buildings or Building No.: _____

 - Define Proposed Architectural Style: _____

 - Adjacent Architectural Styles: _____
(Include Photos of all relevant adjacent/infill structures)

 - Define Proposed Use: _____

 - Total Building Area (SF): _____ Maximum Building Height Proposed (FT): _____

 - Is a Pitched Roof Required by Code: YES or NO % of Bldg with Pitched roof: _____

 - Roof Material: _____ Roof Overhang: _____ Roof Pitch: _____

 - Internal Building Setbacks:

Front: _____ Side: _____ Rear: _____

Water body: _____ Between Bldgs: _____

3. Architectural Treatments & Color:
 - Multiple Finishes Provided: YES or NO Multiple Colors Provided: YES or NO

 - Awnings Provided: YES or NO Variations to Roof Line Provided: YES or NO

 - Exterior Paint Colors (please supply color chips): _____

SITE & LANDSCAPE INFORMATION (Use additional sheets if necessary)

1. Explanation of Space Defining Elements between Pedestrian and Vehicular Circulation:

2. List of Amenities at Public Interest Areas & Open Spaces: _____

3. Wet Storm Water Detention Areas (Lakes) Provided: YES or NO
Define how they are being made to appear natural: _____

PART 4 (Cont.) – EDRC Submittal Application Form (Page 4 of 4)

SITE & LANDSCAPE INFORMATION (Use additional sheets if necessary)... Cont.

4. Dry Storm Water Retention Areas Provided: YES or NO
Total Square Footage: _____ Are Wetland Creation Plants Being Provided: YES or NO
5. Please provide information on the following Site related elements:
- Covered Parking Provided: YES or NO Site Lighting Provided: YES or NO
 - Bike Rack Provided: YES or NO
Quantity: _____ Location(s): _____
 - Pedestrian Furniture Provided: YES or NO
Quantity: _____ Location(s): _____
 - Pedestrian Scale Lighting Provided: YES or NO
Describe: _____
6. Please provide information on the following Landscape Treatments:
- Tree Preservation Provided: YES or NO (Illustrate and specify all Trees being preserved)
 - Heritage Trees Applicable: YES or NO Project using a Betterment Plan: YES or NO
 - Cabbage Palm Relocations Applicable: YES or NO (Illustrate all relocations in Plans)
- Screening Techniques:
- Buffer Wall(s) Required/Provided: YES or NO
If yes, height(s): _____ Total Linear Feet (LF): _____
 - Service Area(s) Screened with Permanent Walls & Gates: YES or NO
Describe: _____

SIGNAGE INFORMATION (Use additional sheets if necessary)

1. Please provide information on the following Signage related items:
- Are Site Monument Signs being Proposed: YES or NO.
Quantity: _____ Location(s): _____
 - Are Building Mounted Signs being Proposed: YES or NO.
Quantity: _____ Location(s): _____
2. Height of Monument Sign (FT'IN"): _____ Width of Monument Sign (FT'IN"): _____
3. Copy Area of Monument Sign (SF): _____ Height of Monument Sign Base (IN"): _____
4. Describe Type of Sign Illumination: _____