



City of Marco Island  
Growth Management Department  
50 Bald Eagle Drive  
Marco Island, FL 34145  
Phone: 239-389-5000

**PRE-APPLICATION MEETING REQUEST**

Petition type: \_\_\_\_\_ Date Received: \_\_\_\_\_

Planner: \_\_\_\_\_

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**ABOVE TO BE COMPLETED BY STAFF**

Project Name: \_\_\_\_\_

Property ID #: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Project Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant: \_\_\_\_\_

Agent Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Agent/Firm Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Please provide the following, if applicable:

i. Total Acreage: \_\_\_\_\_

ii. Proposed # of Residential Units: \_\_\_\_\_

iii. Proposed Commercial Square Footage: \_\_\_\_\_

iv. For Amendments, indicate the original petition/permit number:

\_\_\_\_\_

v. If there is an Ordinance or Resolution associated with this project, please indicate the type and number: \_\_\_\_\_

vi. Provide a narrative describing the proposed project with other pertinent information you wish to include:

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**PRE-APPLICATION MEETING SIGN-IN SHEET**

**City of Marco Island Contact Information:**

| <b>Name</b>                                | <b>Review Discipline</b>     | <b>Phone</b> | <b>Email</b>   |
|--|------------------------------|--------------|--|
| <input type="checkbox"/> Bart Bradshaw     | Collections & Distribution   | 389-5187     | bbradshaw@cityofmarcoisland.com  |
| Kathryn Grigsby                            | Environmental Review         | 389-3949     | kgrigsby@cityofmarcoisland.com   |
| <input type="checkbox"/> Daniel Smith      | Growth Management            | 389-5021     | dsmith@cityofmarcoisland.com   |
| John Wallace                               | Police                       | 389-5050     | jwallace@cityofmarcoisland.com   |
| Daniel Zunzunegui                          | Fire Marshal                 | 389-5040     | <a href="mailto:dzunzunegui@cityofmarcoisland.com">dzunzunegui@cityofmarcoisland.com</a> |
| <input type="checkbox"/> Don Davis         | Senior Plans Examiner        | 389-5013     | ddavis@cityofmarcoisland.com   |
| Josh Ooyman                                | Planning & Zoning            | 389-3985     | jooyman@cityofmarcoisland.com  |
| <input type="checkbox"/> Jeff Poteet       | Water & Sewer                | 389-5181     | jpoteet@cityofmarcoisland.com  |
| <input type="checkbox"/> Kelli DeFedericis | Flood Plain Coordinator      | 389-3926     | kdefedericis@cityofmarcoisland.com   |
| Melissa Raynor                             | Finance                      | 389-3904     | mraynor@cityofmarcoisland.com  |
| <input type="checkbox"/> Lisa "Lee" Loewer | Building Services            | 389-3956     | lloewer@cityofmarcoisland.com  |
| <input type="checkbox"/> Chris Byrne       | Fire Chief                   | 389-5040     | cbyrne@cityofmarcoisland.com   |
| Zurima Luff                                | Stormwater, Streets/Drainage | 389-3961     | <a href="mailto:zluff@cityofmarcoisland.com">zluff@cityofmarcoisland.com</a>             |
| <input type="checkbox"/> Raul Perez        | Building Official            | 389-3968     | rperez@cityofmarcoisland.com   |
| Michael Beirne                             | Fire Inspector               | 394-5405     | <a href="mailto:mbeirne@cityofmarcoisland.com">mbeirne@cityofmarcoisland.com</a>         |
| <input type="checkbox"/> Sherry Kirsch     | Growth Management            | 389-5191     | skirsch@cityofmarcoisland.com  |
| Justin Martin                              | Public Works                 | 389-5018     | jmartin@cityofmarcoisland.com  |

**Additional Attendee Contact Information:**

| Name | Representing | Phone | Email |
|------|--------------|-------|-------|
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**Fee: \$300.00 – check payable to “City of Marco Island”**

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**□ Significant portions of Marco Island are subject to recorded deed restrictions. As the city is not responsible for enforcement of private deed restrictions, it is incumbent upon individuals to know what private restrictions may apply to their property. Please contact Marco Island Civic Association (MICA) for more information at (239) 642-7778 or [www.marcocivic.com](http://www.marcocivic.com). By signing this application, the owner/applicant certifies that the owner/applicant has been informed about the existence of such private deed restrictions.**

**By acceptance of this application, the applicant agrees to defend, hold harmless and indemnify the City of Marco Island and its employees and agents from any and all liability which may arise as a result of this meeting.**

\_\_\_\_\_  
Applicant/Agent

\_\_\_\_\_  
Date

Application accepted by:

\_\_\_\_\_  
Planner

\_\_\_\_\_  
Date