



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

**SDP SITE DEVELOPMENT PLAN APPLICATION**

Petition number: **SDP-** \_\_\_\_\_ Date Received: \_\_\_\_\_

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

**ABOVE TO BE COMPLETED BY STAFF**

- Site Development Plan Review (See Section 30-674 for requirements)
- Site Improvement Plan Review (See Section 30-677 for requirements)
- Site Development Plan Amendment Review (See Section 30-676 for requirements)
- Site Development Plan Minor Amendment Review (See Section 30-676 for requirements)
- Site Development Plan Third and Subsequent Review
- Site Development Plan Time Extension

**Agents Information**

Agent's Name: Dominick J. Amico, P.E.

Agent's Address: LJA Engineering, Inc., 7400 Trail Boulevard, Suite 200

City: Naples State: FL Zip Code: 34108

Phone Number: (239) 597-3111 Email: damico@lja.com

**Owners Information**

Owner(s): Donna Di Promessa, LLC

Owner's Address: 950 North Collier Boulevard, Suite 101

City: Marco Island State: FL Zip Code: 34145

Phone Number: (239) 394-3900 Email: fkramer@marcoislandlaw.com

PROJECT NAME: 989 Winterberry Drive

If this project is located in a PUD or it has a Conditional Use or a Variance approved, please indicate the PUD name and/or CU or Variance Application.

Number: \_\_\_\_\_ Date Approved: \_\_\_\_\_

LOCATION: Section: 17 Township: 52 Range: 26

Unit: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Property I.D. #: 5782120006 Existing Zoning: C-3, Commercial

Type of development proposed: Commercial Cafe and Retail Shop Size (acreage) of the project: 1.2

No. of Dwelling Units: 0 Commercial Square Footage: 1,375 SF

**PROJECT DESCRIPTION**

The purpose of this project is to create a small building that has a coffee shop and a small retail/gift shop connected by an elevated deck with the remainder of the site having landscape and outdoor seating. This SDPA is being submitted at the direction of Mary Holden pursuant to her correction comment under SDP-24-000141 for the property formerly located at 989 Winterberry Drive, which was joined with the adjacent property and now addressed as 971.

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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

**ADJACENT ZONING AND LAND USE:**

Property	Zoning	Land Use
Subject	C-3	989 Winterberry Drive
N	ROW	Winterberry Drive
S	ROW	Muspa Way
E	ROW	Muspa Way
W	C-3	Marco Garden and Golf

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

*Dominick J. Amico, Agent*  
Signature of Agent  
Dominick J. Amico, P.E.

11/12/24  
Date

**SDP, SIP AND SDPA FEE CALCULATION = BASE FEE \$5,000.00 PLUS:**

RESIDENTIAL: \$40.00 per unit:

N/A  
\_\_\_\_\_

NON-RESIDENTIAL: \$.05 per gross square foot of building:

1,375 sf x \$.05 = \$68.75

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SITE CLEARING PLAN REVIEW FEE: \$300.00 for 1<sup>st</sup> acre, \$100.00 per additional acre or fraction of an acre:

\$400

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SITE DEVELOPMENT PLANS: (3<sup>RD</sup> and subsequent reviews) \$300.00

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SITE DEVELOPMENT PLAN TIME EXTENSION: \$250.00

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Additional information or corrections that will be required for formal submittals:

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Total Fees required for submittal: \$5,468.75

**SDP MINOR AMENDMENT ≤ 10 PERCENT CHANGE = \$400.00 1<sup>ST</sup> SHEET & \$100.00**

**FOR EACH ADDITIONAL SHEET**

(Fees per Resolution 21-50)

**SITE DEVELOPMENT PLAN  
APPLICATION SUBMITTAL CHECKLIST**

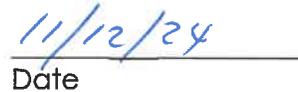
*This completed checklist is to be submitted with application packet*

REQUIREMENTS	# OF COPIES REQUIRED
<b>Completed Application</b>	1
<b>Completed Owner/Agent affidavit, signed and notarized</b>	1
<b>Pre-application notes/minutes</b>	1
<b>Site Plan, Architectural Elevations, Landscape Plan, drainage plan, any required studies, and any additional information.</b>  <b>Copy of approved Site Development Plan or Site Improvement plan by the City or County if applying for an amendment.</b>	1  Please submit through GHhelp@cityofmarcoisland.com
<b>Digital copy of all items above</b>	1
<b>TOTAL FEES</b>	<b>Application fee, check shall be made payable to "The City of Marco Island" in the amount of: \$5,468.75</b>

As the authorized agent/applicant for this petition, I attest that all of the information indicated on this checklist is included in this submittal package. I understand that failure to include all necessary submittal information may result in the delay of processing this petition.



Signature of Petitioner or Agent  
Dominick J. Amico, P.E.



Date