



December 22, 2023

Dirk Danely Jr.  
Principal Planner  
Lee County Community Development  
1500 Monroe Street  
Fort Myers, FL 33901

**RE:   MERCHANTS CROSSING CPD  
      ADD2023-00202**

Dear Mr. Danely:

Enclosed please find responses to Staff's comments dated December 22, 2023. Accordingly, the following items are provided to address Staff's sufficiency review comments:

1. Public Information Meeting Summary and
2. Revised Request Narrative.

**Zoning Comments prepared by: Adam Mendez**

1. LDC Section 33-1532 requires a public information meeting for administrative amendments to planned developments. Please provide the requisite information described in this section prior to being found sufficient.

**RESPONSE: Please see the attached Revised Request Narrative document and the Public Information Meeting Summary document for the November 28, 2023 for the Merchants Crossing CPD – Administrative Amendment request. No one from the public was in attendance.**

Thank you in advance for your consideration of the above information. If you have any further questions, please do not hesitate to contact me directly at (239) 850-8525, or [Jmedina@RViPlanning.com](mailto:Jmedina@RViPlanning.com)

Sincerely,

**RVi Planning + Landscape Architecture**

A handwritten signature in blue ink, appearing to read 'J Medina'.

**Josephine Medina, AICP**  
Project Manager