



CITY OF VENICE

Planning and Zoning Department
401 W. Venice Avenue, Venice, FL 34285
(941)486-2626 ext. 7434 www.venicegov.com

PRELIMINARY PLAT APPLICATION (NEW OR AMENDMENT)

Submit a complete application package to the Planning and Zoning Department. All information must be legible and will become a permanent part of the public record. Incomplete applications will be returned to the applicant/agent. Refer to the City of Venice Code of Ordinances Section 86-231 for complete preliminary plat submittal requirements.

PROJECT NAME: The Village at Laurel and Jacaranda	
Brief Project Description: Milano PUD commercial development	
Address/Location: Laurel Road and Jacaranda Boulevard	
Parcel Identification No.(s): 02391-04-1000	
Parcel Size: 10.42 acres	No. of Lots: 1
☒ Non-Residential ☐ Residential (Requires School Concurrency)	
Zoning Designation(s): PUD	FLUM Designation(s): Mixed Use Residential
<i>Fees: The Zoning Administrator will determine if a project is a minor or major revision, then select correct fee and review fee below. A review fee shall be deposited to be drawn upon by the city as payment for costs, including but not limited to advertising and mailing expenses, professional services and reviews, and legal fees. If review fee funds fall below 25%, additional funds may be required for expenses. See Section 86-586 (b-d) for complete code. *Extended technical review fee of \$1400 charged at third resubmittal.</i>	
☐ Application Fee (greater than 10 lots) \$5,061.39	☐ Review Fee \$2,692.22 OR
☐ Application Fee (ten or fewer lots) \$3,230.68	☐ Review Fee \$1,615.34 OR
☐ Application Fee (Amendment for minor revision) \$174.46	☐ Review Fee \$107.69 OR
☐ Application Fee (Amendment for major revision) \$3,289.90	☐ Review Fee \$1,615.34
Applicant/Property Owner Name (will be used for billing): Border and Jacaranda Holdings, LLC	
Address: 5800 Lakewood Ranch Boulevard, Lakewood Rnch, FL 34285	
Email:	Phone:
Design Professional or Attorney: Shawn Leins, P.E., AM Engineering, Inc.	
Address: 8340 Consumer Court, Sarasota, FL 34240	
Email: sleins@amengfl.com	Phone: 941-377-9178
Authorized Agent (project point of contact): Jefery A. Boone, Esq.	
Address: 1001 Avenida Del Circo	
Email: jboone@boone-law.com	Phone: 941-488-6716



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PRELIMINARY PLAT Checklist

Application package is reviewed for completeness by Planning staff. If a document is not being submitted, please indicate N/A and the reason why it is not being submitted.

☒	Application: Signed by agent and applicant.
☒	Narrative: Provide a statement describing in detail the character and intended use of the development, in addition to the short description on page one of the application.
☒	Agent Authorization Letter: A signed letter from the property owner, authorizing one individual to submit an application and represent the owner throughout the application process. Authorization should not be for a corporation or similar entity. This individual will be the single point of contact for staff.
☒	Statement of Ownership and Control: Documentation of ownership and control of the subject property (deed). Sarasota County Property Appraiser or Tax Collector records will not suffice. Corporations or similar entities must provide documents recognizing a person authorized to act on behalf of the entity. For multiple parcels collate by parcel the deeds, agent authorizations, and Sunbiz information.
☒	Legal Description: Must indicate the PID with each respective description in Word format.
☒	Public Workshop Requirements: (Section 86-41) 1. Newspaper advertisement 2. Notice to property owners 3. Meeting sign-in sheet 4. Summary of public workshop 5. Mailing List of Notified Parties (must include registered neighborhood associations)
☒	Survey of the Property: Signed and sealed survey that accurately reflects the current state of the property. Each parcel must have its own legal description listed separately on the survey, correctly labeled by parcel id. Date of survey: 6/2/22
☒	Comprehensive Plan Compliant Report: Justification for the proposed amendment including a statement of consistency with the Comprehensive Plan.
☒	Concurrency Application and Worksheet: *If a traffic study is required, contact Planning staff to schedule a methodology meeting. After the methodology meeting, a signed and sealed electronic file will be required.
☒	Binding Master Plan: Approved rezone ordinance with subdivision binding master plan.
☒	School Concurrency (Residential Only): School Impact Analysis Receipt from Sarasota County dated within 10 days of petition submittal NOT APPLICABLE
☒	Common Facility Statements: If common facilities, such as recreation areas or structures, private streets, common open spaces, etc., are to be provided for the development, statements as to how such common facilities are to be provided and permanently maintained. See General Note No. 3
☒	Stormwater Calculations: Document addressing drainage concurrency by means of a certified drainage plan.
☒	Preliminary Plat Plans: Signed and sealed set of plans, consistent with Code Section 86-231(b)(2)a-o and 86-231(c)(1)a-m and indicate where each item can be found on the plan sheets.
☒	Electronic Files submitted: Provide PDF's of ALL documents, appropriately identified by name. Submit each document as one pdf (not each sheet in an individual pdf). Please title all documents with a clear and concise title (e.g. Application, Narrative, Agent Authorization Letter, Statement of Ownership, Legal Description, etc.).

Technical compliance must be confirmed 30 days before a public hearing will be scheduled. The applicant or agent MUST be present at the public hearing and will be contacted by staff regarding availability. By submitting this application the owner(s) of the subject property does hereby grant his/her consent to the Zoning Official and his/her designee, to enter upon the subject property for the purposes of making any examinations, surveys, measurements, and inspections deemed necessary to evaluate the subject property for the duration of the petition.

Authorized Agent Name: Jeffery A. Boone, Esq.	Applicant Name:
Authorized Agent Signature:	Applicant Signature:
Date: 6/14/22	Date: