



City of Venice
Planning & Zoning Department
MEMORANDUM

To: Kelly Michaels, City Clerk

From: Amy Nelson, AICP, Planning Manager

Date: December 7, 2022

Re: Transmittal of Petition for Council Action – Portofino (Mirasol) Preliminary Plat Amendment Petition No. 22-41PP

On December 6, 2022, the Planning Commission made the following motion for the subject petition:

Petition No. 22-41PP

The following motion was **approved** by a vote of 7-0:

Based on review of the application materials, the staff report and testimony provided during the public hearing, the Planning Commission, sitting as the local planning agency, finds this petition consistent with the Comprehensive Plan, in compliance with the Land Development Code and with the affirmative Findings of Fact in the record, and RECOMMENDS TO CITY COUNCIL APPROVAL OF PRELIMINARY PLAT AMENDMENT PETITION NO. 22-41PP.

To continue the processing of the petition, please complete the following:

- Schedule the public hearing before City Council and provide our office with the legal advertisement when you send it to the Gondolier in order for us to prepare the notification sign and post on the property 15 days prior, per public notice requirements.
- Legistar file CC 22-41PP has been created with the following attachments. Please reformat as needed for City Council:
 1. Staff Presentation
 2. Staff Report
 3. Applicant Materials
 4. Recorded Plat
 5. Preliminary Plat Amendment
- The mailing list for the nearby properties is attached, but please note, if a significant amount of time passes before the notices are prepared, the list will need to be updated to ensure sales/transfers are accounted for.
- The Planning and Zoning Department will prepare a Development Order for legal review and council approval.

The Planning and Zoning Department may receive additional written correspondence on this petition, which will be forwarded to your office.

Attachments: Mailing Notification List & Registered Neighborhoods List
Ad/ Location Maps
Legal Description
Cc: Petition No. 22-41PP