



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

# Comprehensive Plan Amendment Application

## Section 1.5 Future Land Use Map and/or Text Amendments (Legislative Application)

Submit a completed application and supporting documents to the Planning and Zoning Department. Checklist on page 2 must be executed for application to be considered complete. All information will become a permanent part of the public record. Incomplete applications will be returned to the applicant/agent.

Project Name:

Brief Project Description:

- Map Amendment
- Text Amendment

### Property Information

- Address/Location(s):
- Parcel Identification No.(s):
- Parcel Size:
- Zoning Designation:
- FLUM Designation:
  - Residential
  - Non-Residential

### Application Fees:

- Small Scale: Total Fees: \$8233.82 (Application Fee \$5914.43 / Review Fee \$2319.39)
- Expedited: Total Fees: \$9122.15 (Application Fee \$7382.61 / Review Fee \$1739.54)

*The Zoning Administrator will determine scale of amendment. 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.*

### Applicant/Owner Name (for billing purposes):

- Address:
- Email: Phone Number:
- Signature: Date:

### Authorized Agent (project point of contact):

- Address:
- Email: Phone Number:
- Signature: Date:

*By submitting this application the owner(s) of the subject property does hereby grant his/her consent to the Zoning Administrator 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 and the application.*

## **FUTURE LAND USE MAP AND/OR TEXT AMENDMENTS Checklist**

*Please check box for each document submitted; if not applicable, please indicate with N/A.*

### Application General Requirements (Section 1.2):

**NARRATIVE** – a document describing the project in detail (see Specific Application Requirements below).

**LOCATION MAP** - general location map, showing the relation of the site to major streets, schools, important landmarks or other physical features in and adjoining the project.

**NEIGHBORHOOD WORKSHOP** - summary of the neighborhood workshop (if applicable) per Section 1.2.F including mailing list, list of attendees, and a summary of comments provided and applicant responses.

**SURVEY** - accurate survey, reflecting existing conditions, no more than two years old.

**LEGAL DESCRIPTION** – copyable electronic format (i.e. Microsoft Word).

**AGENT AUTHORIZATION** (if applicable)

**STATEMENT OF OWNERSHIP AND CONTROL** – documentation of ownership and control of the subject property (deed).

### Specific Application Requirements (Section 1.5.2):

All data, maps, and text required to meet the submittal requirements for a Comprehensive Plan amendment as defined in F.S. § 163.3177. Data, maps, and text must be provided in strikethrough/underline format and in an editable electronic format.

Applicant responses to F.S. § 163.3177(6)(a)(2), F.S. § 163.3177(6)(a)(8), and F.S. § 163.3177(6)(a)(9).

Narrative justification for the future land use map amendment and its consistency with the Comprehensive Plan.

A transportation analysis of three planning periods consistent with Strategy TR 1.2.2.a (map amendments only).

*Any additional information deemed necessary by the Zoning Administrator to conduct a full analysis of the impact of the proposed amendment on the Comprehensive Plan.*

*Any amendment to create a new future land use designation shall be supported by additional data and analysis in accordance with F.S. § 163.3177.*