



PRELIMINARY PLAT APPLICATION (NEW OR AMENDMENT)

Submit a complete application package to the Planning and Zoning Division. 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: Aria		
Brief Project Description: Modification of a section of lots in Pahse 4 from 72' x 110' to 57' x 140'.		
Address: BOCELLI DRIVE, NOKOMIS, FL, 34275		
Parcel Identification No.(s): 0390-05-1000, 0389-16-1000		
Parcel Size:	No. of Lots: Approved 182; Proposed 196	☐ Non-Residential ☒ Residential (Requires School Concurrency)
Zoning Designation(s): Milano PUD		FLUM Designation(s): Mixed Use Residential
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. <i>*Extended technical review fee of \$1400 charged at third resubmittal.</i>		
☐ Application Fee (Greater than 10 Lots) \$4,817.50		☐ Review Fee \$2,562.50 OR
☐ Application Fee (Ten or fewer Lots) \$3,075.00		☐ Review Fee \$1,537.50 OR
☐ Application Fee (Amendment for Major Revision) \$3,131.38		☐ Review Fee \$1,537.50 OR
☒ Application Fee (Amendment for Minor Revision) \$166.05		☐ Review Fee \$102.50
Applicant/Property Owner Name: NEAL SIGNATURE HOMES LLC		
Address: 5800 LAKEWOOD RANCH BLVD N, LAKEWOOD RANCH, FL, 34240-8479		
Email:olson@nealcommunities.com		Phone: 941-713-5006
Design Professional or Attorney: AM Engineering, LLC		
Address: 8340 Consumer Ct, Sarasota, FL 34240		
Email: sleins@amengfl.com		Phone: 941-377-9178
Authorized Agent (1 person to be the point of contact): D. Shawn Leins, P.E.		
Address: 8340 Consumer Ct, Sarasota, FL 34240		
Email: sleins@amengfl.com		Phone: 941-377-9178

Staff Use Only

Petition No.

Fee:

Application packages are reviewed for completeness. Collate all copies into three sets. Packages must be submitted via hard & electronic copies, and additional copies may be requested. Large plans should be collated and folded to allow the bottom right corner visible. Concurrently filed applications must be packaged separately. Please indicate N/A if the document is not being submitted, and why it is not being submitted.

- ☒ **Application:** (3 copies)
- ☒ **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. (3 copies).
- ☒ **Comprehensive Plan Compliance Report:** Prepare a report addressing the appropriate areas of the Comprehensive Plan in order to determine compliance (3 copies). [Amendment to existing approval.](#)
- ☒ **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. This individual will be the single point of contact for staff (1 copy).
- ☒ **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 (1 copy).
- ☒ **Concurrency Application and Worksheet:** (3 copies). *If a traffic study is required, contact Planning staff to schedule a methodology meeting. After the methodology meeting, one copy of the traffic study (signed, sealed, and dated), and electronic files (SYN, HCS files etc.) will be required. [amendment to existing approved plan](#)
- ☒ **Binding Master Plan:** approved rezone ordinance with subdivision binding master plan (if applicable)(1 copy)
- ☒ **School Concurrency (Residential Projects Only):** School Impact Analysis Receipt from Sarasota County dated within 10 days of petition submittal (1 copy). [Will submit when received.](#) [School Board is closed for holiday.](#)
- ☒ **Public Workshop Requirements:** (Section 86-41) ☐ Copy of Newspaper advertisement ☐ Copy of notice to property owners ☐ Copy of sign-in sheet ☐ Written summary of public workshop (1 copy) [not needed for plan amendment](#)
- ☒ **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 (1 copy). [Common areas to be maintained by the HOA](#)
- ☒ **Stormwater Calculations:** Document addressing drainage concurrency by means of a certified drainage plan (signed and sealed 2 copies). [no storm calcs, minor mod to existing storm system](#)
- ☒ **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. (1 copy)
Date of Survey: [Copies of plats are included with this submittal.](#)
- ☒ **Preliminary Plat Plans:** Three dated, signed & sealed sets of folded and collated preliminary plat plans, size 24x36 (rolled plans not accepted). The plans must be consistent with Code Sections 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. (3 copies)
- ☒ **CD/USB Flash Drive with Electronic Files:** Provide PDF's of ALL documents, appropriately identified by name on one CD/USB Flash Drive. All PDF's of preliminary plat plans need to be signed and sealed. **Provide a separate document with the legal description.**

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 & Date: D. Shawn Leins, P.E.	Applicant Name & Date: D. Shawn Leins, P.E.
Authorized Agent Signature: 	Applicant Signature: 