



Planning and Zoning Department
401 W. Venice Avenue
Venice, FL 34285
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www.venicegov.com

HISTORIC VENICE DISTRICT

VENETIAN THEME DISTRICT

PRE-APPLICATION MEETING REQUEST

Historic and Architectural Preservation Review Board

Commercial

Single Family or Duplex (new construction)

Single Family or Duplex (alterations, addition, restoration, demolition, or relocation)

Property Information

Address/Location(s):

Parcel Identification No.(s):

Property Owner:

Brief Project Description:

Applicant Name:

Applicant Signature:

Email address:

Phone Number:

Date:

Contractor Name:

Address:

Email address:

Phone Number:

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.

PRE-APPLICATION MEETING CHECKLIST

To help facilitate discussion with the board, please provide as much information as possible from list of requirements below.

Check box for each document submitted.

Certificate of Architectural Compliance (CAC) – Application Requirements (Section 7.8.1.D):

- To scale drawings sufficient to show the architectural definition of the structure.
- Full elevation views of each façade.
- Door and window details.
- Roof design and material of roof.
- Wall texture or finish and color.
- Any such other details determined to be necessary by the Director to determine compliance with the VHP Style.
- Any applicable *Design Alternative* (Sec. 7.10.12) or *Variance* (Sec. 7.10.13) necessary to facilitate approval of the CAC.