



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

Site and Development Plan Application

Section 1.9 Site and Development Plan (Quasi-Judicial 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:

Property Information

Address/Location(s):

Parcel Identification No.(s):

Parcel Size:

Zoning Designation(s):

FLUM Designation(s):

Non-Residential

Residential

Application Fees:

Major Site and Development Plan: Total Fees: \$7215.17 (Application fee \$5061.39/Review Fee: \$2153.78)

Major Amendment: Total Fees: \$3556.75 (Application fee \$2479.85/Review Fee: \$1076.90)

Minor Amendment: Total Fees: \$843.22 (Application fee \$573.99/Review Fee: \$269.33)

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.

SITE & DEVELOPMENT PLAN APPLICATION 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.

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.

N/A **NEIGHBORHOOD WORKSHOP** - Summary of the neighborhood workshop (if applicable) per Section 1.2.E 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 – In copyable electronic format (e.g. Microsoft Word).

AGENT AUTHORIZATION LETTER

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

CONCURRENCY APPLICATION (If applicable; see Section 5)

School (when required)

Public facilities (potable water, wastewater, solid waste, parks, stormwater)

N/A **TRAFFIC STUDY** – Required if new or net trip generation exceeds 50 PM peak hour trips (Section 5.2: Mobility). Prior to the study being performed, a methodology meeting must be held with the applicant, City staff and County staff (if applicable).

Specific Application Requirements (Section 1.9.3):

SITE PLAN – Including all information required by Section 1.9.3.B.1.

TABULATIONS:

Total gross acreage in the project and the percentages thereof proposed to be devoted to:

- a. The various permitted uses;
- b. Ground coverage by structures; and
- c. Impervious surface coverage.

The number of proposed off-street parking, off-street loading spaces and associated calculations by use according to Section 3.6.

Total project density in dwelling units per acre or total project intensity as a floor area ratio.

COMMON FACILITIES STATEMENT - Statement as to how such common facilities are to be provided and permanently maintained.

COMMON USE IMPROVEMENTS (REGULATED BY THE CITY STANDARD DETAILS) shown to meet the minimum design standards established in the city standard details and subdivision design standards.

STORM DRAINAGE, POTABLE WATER AND WASTEWATER COLLECTION SYSTEM PLANS

COLOR ARCHITECTURAL ELEVATIONS - for all façades of each building in the development; and exact number of dwelling units, sizes and types, together with typical floor plans of each type.

N/A **SIGNAGE PLAN** - including dimensions and design. For ground signs, architectural elevations will be required.

EXTERIOR LIGHTING PLAN - including location, dimensions, design, and photometric analysis.

LANDSCAPING PLAN - including types, sizes and location of vegetation and decorative shrubbery, showing provisions for irrigation and maintenance, and showing all existing trees, identifying those trees to be removed.

N/A **RECREATION FACILITIES PLAN**

N/A **ADDRESSING PLAN** (Section 3.4.1.C.)

N/A **VEHICLE TURNING PATH ANALYSIS**

N/A **TRANSPORTATION ANALYSIS** – If traffic study is not required, a transportation analysis is mandatory to demonstrate net trip generation will not exceed 50 PM peak hour trips (Section 5.2 Mobility).