

# CITY OF VENICE

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

## PUD ZONING MAP AMENDMENT APPLICATION

Submit a complete application package to the Planning and Zoning Department. 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 86-130 for Planned Unit Development district submittal requirements. Per Section 86-130(t)(4), after this application package is deemed complete, any new development will be scheduled for a Pre-hearing conference at the Planning Commission.


<b>PROJECT NAME:</b> Bird Bay - Hawks Run	
<b>Brief Project Description:</b> Modification to PUD Plan to incorporate previously approved residential units.	
<b>Address/Location:</b> 602 Bird Bay Drive, Venice, FL 34285	
<b>Parcel Identification No.(s):</b> 0406-07-0001	
<b>Parcel Size:</b> 33.31 acres ( PUD Total 198.6 acres)	<b>Proposed Numbers/Types of Dwelling Units:</b> 45 ( of 172 approved unbuilt units)
<b>Current Zoning Designation(s):</b> PUD	<b>FLUM Designation(s):</b> Mixed Use Residential
<i>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. *Extended technical review fee of \$1400 charged at third resubmittal.</i>	
<input type="checkbox"/> New Application \$5,095.85	<input type="checkbox"/> Review Fee \$2,692.22 OR
<input type="checkbox"/> Major Amendment \$2,476.85	<input type="checkbox"/> Review Fee \$1,076.90 OR
<input type="checkbox"/> Minor Amendment \$573.99 (required public hearing)	<input type="checkbox"/> Review Fee \$538.44 OR
<input type="checkbox"/> Minor Amendment \$573.99 (Administrative – no review fee)	
<b>Applicant/Property Owner Name (will be used for billing):</b> Hawks Run Development, LLC	
<b>Address:</b> One South School Avenue, Suite 500, Sarasota, FL 34237	
<b>Email:</b>	<b>Phone:</b>
<b>Design Professional or Attorney:</b> Matt Morris P.E., Morris Engineering and Consulting, LLC	
<b>Address:</b> 6997 Professional Parkway East, Sarasota, FL 34240	
<b>Email:</b> mmorris@morrisengineering.net	<b>Phone:</b> 941-444-6644
<b>Authorized Agent (project point of contact):</b> Jeffery A. Boone, Esq.	
<b>Address:</b> 1001 Avenida Del Circo, Venice, FL 34285	
<b>Email:</b> jboone@boone-law.com	<b>Phone:</b> 941-488-6716

**PUD ZONING MAP AMENDMENT Checklist**

Application package is reviewed for completeness by Planning staff. If a document is not being submitted, please indicate N/A and the reason why it is not being submitted.

<input checked="" type="checkbox"/>	<b>Application:</b> Signed by agent and applicant.
<input checked="" type="checkbox"/>	<b>Narrative:</b> Provide a statement describing in detail, the character and intended use of the development, in addition to the description on page one of the application. All modifications to PUD standards must be listed with each applicable Section of Code.
<input checked="" type="checkbox"/>	<b>Agent Authorization Letter:</b> A signed letter from the property owner, authorizing one individual to submit an application and represent the owner throughout the application process. Authorization should not be for a corporation or similar entity. This individual will be the single point of contact for staff.
<input checked="" type="checkbox"/>	<b>Statement of Ownership and Control:</b> 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. For multiple parcels collate by parcel the deeds, agent authorizations, and Sunbiz information.
<input checked="" type="checkbox"/>	<b>Legal Description:</b> Must indicate the PID with each respective description in Word format.
<input checked="" type="checkbox"/>	<b>Public Workshop Requirements:</b> (Section 86-41) 1. Newspaper advertisement 2. Notice to property owners 3. Meeting sign-in sheet 4. Summary of public workshop 5. Mailing List of Notified Parties (must include registered neighborhood associations)
<input checked="" type="checkbox"/>	<b>Survey of Property:</b> 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. <b>Date of Survey: 10/6/21</b>
<input checked="" type="checkbox"/>	<b>Concurrency Application and Worksheet:</b> *If a traffic study is required, contact Planning staff to schedule a methodology meeting. After the methodology meeting, a signed and sealed electronic file will be required.
<input checked="" type="checkbox"/>	<b>School Concurrency (Residential Only):</b> School Impact Analysis Receipt from Sarasota County dated within 10 days of petition submittal
<input checked="" type="checkbox"/>	<b>Common Facility Statements:</b> 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.
<input checked="" type="checkbox"/>	<b>Planning Commission Considerations/Findings:</b> Per Code Section 86-47(f)(1), prepare a statement for each of the following considerations/findings: a. Whether the proposed change is in conformity to the comprehensive plan; b. The existing land use pattern; c. Possible creation of an isolated district unrelated to adjacent and nearby districts; d. The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.; e. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change; f. Whether changed or changing conditions make the passage of the proposed amendment necessary; g. Whether the proposed change will adversely influence living conditions in the neighborhood; h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety; i. Whether the proposed change will create a drainage problem; j. Whether the proposed change will seriously reduce light and air to adjacent areas; k. Whether the proposed change will adversely affect property values in the adjacent area; l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations; m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare; n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning; o. Whether the change suggested is out of scale with the needs of the neighborhood or the city; and p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.
<input checked="" type="checkbox"/>	<b>Master Plan:</b> Containing the following: 1. The title of the project and the names of the professional project planner and the developer; 2. Scale, date, north arrow and general location map; 3. Boundaries of the property involved, and all existing streets, buildings, watercourses, easements, section lines and other existing important physical features in and adjoining the project.; 4. Master plan locations of the different uses proposed, by dwelling types, open space designations, recreational facilities, commercial uses, other permitted uses, and off-street parking and off-street loading locations; 5. Master plan showing access and traffic flow and how vehicular traffic will be separated from pedestrian and other types of traffic; 6. Tabulations of total gross acreage in the development and the percentages thereof proposed to be devoted to the several dwelling types, other permitted uses, recreational facilities, streets, parks and other reservations; 7. Tabulations demonstrating the relationship of the development to proposed land use intensity and proposed numbers and types of dwelling units; 8. Where required by the planning commission, an ecological survey in accordance with the standards of the state department of environmental protection and the water and navigation control act of the county, as they may from time to time be amended.
<input checked="" type="checkbox"/>	<b>Electronic Files submitted:</b> Provide PDF's of ALL documents, appropriately identified by name. Submit each document as one pdf (not each sheet in an individual pdf). Please title all documents with a clear and concise title (e.g. Application, Narrative, Agent Authorization Letter, Statement of Ownership, Legal Description, etc.).

*If the PUD zoning map amendment is approved, after all public hearings, a final Binding Master Plan with any revisions will be required. 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: <u>JERRY M. BOONE</u>	Applicant Name:
Authorized Agent Signature: 	Applicant Signature:
Date: <u>8/12/22</u>	Date: