



CITY OF VENICE

DEVELOPMENT SERVICES DEPARTMENT- PLANNING AND ZONING DIVISION
401 W. Venice Avenue, Venice, FL 34285
(941) 486-2626 ext. 7434 www.venicegov.com

SITE & DEVELOPMENT PLAN APPLICATION

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 not be reviewed and will be returned to the applicant/agent. Refer to the City of Venice Code of Ordinances Section 86-49(g) for complete site and development plan submittal requirements.

Project Name: Cielo	
Brief Project Description: Amenity tract for subdivision which includes a tot lot and dog park.	
Address: West of Jacaranda Boulevard, between Border Road and Laurel Road	
Parcel Identification No.(s): portions of 0389001000, 0389001001, and entirety of 0392001000	
Parcel Size: 0.96 Acres	<input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential
Zoning Designation(s): PUD	FLUM Designation(s): Mixed Use Residential Northeast Nghbrhd
Applicant/Property Owner Name: Border and Jacaranda Holdings, LLC	
Address: 5800 Lakewood Ranch Boulevard, Sarasota, Florida 34240	
Email: jboone@boone-law.com	Phone: 941-488-6716
Design Professional or Attorney: Jeffery A. Boone, Esquire (Agent)	
Address: 1001 Avenida del Circo, Venice, Florida 34285	
Email: jboone@boone-law.com	Phone: 941-488-6716
Authorized Agent (1 person to be the point of contact): Jeffrey Boone, Esquire of Boone, Boone, Boone & Koda, PA	
Address: 1001 Avenida del Circo, Venice, Florida 34285	
Email: jboone@boone-law.com / jcollins@boone-law.com	Phone: 941-488-6716
Fee: The Zoning Administrator determines if a project is a minor or major site and development plan. A 35% reduction will be applied to concurrently filed land use petitions that qualify. Some projects may be assessed an extended technical review fee of \$1400: <input checked="" type="checkbox"/> Major Site & Development Plan \$4,700 <input type="checkbox"/> Minor Site & Development Plan 533 <input type="checkbox"/> Major Site & Development Plan Amendment \$2,300 <input type="checkbox"/> Minor Site & Development Plan Amendment \$533	
<i>Per Code Section 86-586, legal advertising and public notice fees in excess of \$50 will be billed after all public hearings, regardless of approval status. Other fees may include review of transportation/environmental reports and studies by the City's consultant, verification by a consultant of the accuracy of the legal description provided by the applicant/agent and City Attorney fees. These fees are billed separately and must be paid before the Planning Commission public hearing.</i>	
BILL TO: <input type="checkbox"/> APPLICANT <input type="checkbox"/> AGENT (SELECT ONE)	

Staff Use Only

Petition No. 18-17SP

Fee:

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Application packages are reviewed by Planning Staff for completeness within 3 business days, as outlined in the Technical Review Committee (TRC) Calendar. 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.

☒ **Application: (15 hard copies)**

☒ **Project 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. Confirm consistency with all applicable elements of the City's Comprehensive Plan. (15 hard copies).

☒ **CD with Electronic Files:** Provide PDF's of ALL documents, appropriately identified by name on one CD. All PDF's of site & development plans need to be signed and sealed. *The legal description for each parcel must be submitted in text format and will be verified by a consultant.*

☒ **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 hard 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 hard copy). **Please see attached Deed and Sunbiz.org authorization approval.**

☒ **Survey of the Property:** One 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. Date of Survey:

☐ **Concurrency Application and Worksheet: (15 hard copies).** *If a traffic study is required, contact Planning staff to schedule a methodology meeting. After the methodology meeting, two copies of the traffic study (signed, sealed, and dated), and electronic files (SYN, HCS files etc.) will be required. **N/A - Amenity tract not subject to concurrency.**

☒ **School Concurrency (Residential Projects Only):** School Impact Analysis Receipt from Sarasota County dated 10 days prior to petition submittal (1 hard copy).

☐ **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 (NOT APPLICABLE FOR MINOR SITE & DEVELOPMENT PLANS) **N/A**

☐ **Common Facility Statements:** common facilities, such as recreation areas or structures, private streets, common open space, parking areas, access drives, etc., are to be provided for the development, statements as to how such common facilities are to be provided and permanently maintained (1 hard copy). **N/A**

☐ **Stormwater Calculations:** Document addressing drainage concurrency by means of a certified drainage plan (signed and sealed, 2 hard copies). **Please see the Drainage Report submitted with the Cielo Preliminary Plat application.**

Site & Development Plans: 15 sets of the following folded plans, including 3 signed, sealed, and dated (rolled plans not accepted):

☒ **Site Plan:** containing the title of the project and the names of the project planner and developer, date and north arrow, and based on an exact survey of the property drawn to a scale of sufficient size to show:
a. Boundaries of the project, any existing streets, buildings, watercourses, easements and section lines; b. Exact location of all existing and proposed buildings and structures; c. Access and traffic flow and how vehicular traffic will be separated from pedestrian and other types of traffic; d. Off-street parking and off-street loading areas; e. Recreation facilities locations; f. All screens and buffers; g. Refuse collection areas; h. Access to utilities and points of utility hookups; and i. Land use of adjacent properties.

☒ **Utility Plan Details (not an exhaustive list):** a. Potable water and wastewater main size and location; b. Manhole separation; c. Location of nearest fire hydrants; d. Water valve location; e. Distance from water main to proposed building; and, f. Access to utilities and points of utility hookups.

☒ **Storm drainage, potable water and wastewater collection system plans:** Include driveway dimensions and turning radius.

☒ **Landscaping plan (15 sets):** include 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. ***Tree removal is already approved by the site prep permit.**
☐ Existing Tree survey ☐ Detailed inventory : Show all proposed trees and plants by type and size

☒ **Signage (15 sets):** Depict by dimension all ground and wall signage (location, size, height, and design), with an exterior lighting plan.

☐ **Architectural Elevations (15 sets):** definitions for buildings in the development; and exact number of dwelling units, sizes and types, together with typical floor plans of each type. **N/A - There are no buildings on the amenity site.**

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: Jeffrey Boone, Esquire	Applicant Name & Date:
Authorized Agent Signature:	Applicant Signature:



Stantec Consulting Services Inc.
6900 Professional Parkway East, Sarasota FL 34240-8414

March 7, 2019

Via: Hand Delivery

File: 215613459/215614810

City of Venice
401 West Venice Avenue
Venice, Florida 34285

Attn: **Mr. Jeff Shrum**

Reference: **Cielo Amenity – Project Narrative
Site & Development Application for the Amenity Center and Entry Feature within the Cielo
Subdivision**

Dear Mr. Shrum:

The following is intended to meet the requirements of a Project Narrative.

Background/Overview:

On August 22nd, 2017, City Council Adopted Ordinance No 2017-25 amending the VICA and Laurel Lakes PUD, creating the Milano PUD. The subject Amenity Tract and Entry Feature application is consistent with the Preliminary Plat Petition No. 18-03PP. The subject site and development application proposes to construct a private amenity/tot lot and dog park as well as an entry feature.

The Subject application is consistent with the Comprehensive plan.

The Subject application meets adopted minimum levels of service for the proposed facilities of which shall be maintained by the Community HOA.

The Subject application is consistent with the Preliminary Plat Petition 18-03PP of which the Amenity Tract is proposed and defined.

The subject project is located within the Cielo Subdivision which is located generally at the Southeast corner of the intersection of Jacaranda Boulevard and Laurel Road. Access to the subject project shall be via Jacaranda Boulevard.

Surrounding Property Information:

Direction	Existing Use	Current Zoning	Future Land Use Designation
North	Venetian Golf and River Club	PUD	Mixed Use Residential
West	Vacant Agricultural	CMU	Mixed Use Residential
South	Single Family Residential (5-acre tracts typical)	OUE (Sarasota County)	Rural
East	Milano Subdivision	PUD	Mixed Use Residential

The following is a response to the Site and Development Plan Criteria found in Land Development Code Section 86-23(m) (1-12) as required by the City of Venice.

1. Sufficiency of statements on ownership and control of the development and sufficiency of conditions of ownership or control, use and permanent maintenance of common open space, common facilities or common lands to ensure preservation of such lands and facilities for their intended purpose and to ensure that such common facilities will not become a future liability for the city.

Design with community in mind



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Reference: **Cielo Amenity and Entry Feature – Project Narrative
Site & Development Application for the Amenity Center and Entry feature within the Cielo
Subdivision**

Response: Please see the enclosed warranty deed and boundary survey that was included with the Preliminary Plat application (18-03PP).

Please see the enclosed "Declaration of Covenants, Conditions and Restrictions for Eagle Trace" which is provided as an example Declaration of Covenants for the project. This is the same example that was submitted with the preliminary plat application. Article 4 addressed the common property/common areas including the amenity and entry feature.

2. Intensity of use and/or purpose of the proposed development in relation to adjacent and nearby properties and the effect thereon; provided, however, that nothing in this subsection shall be construed as granting the planning commission the authority to reduce residential densities below that permitted by the schedule of district regulations set out in this code.

The project is an amenity center to a subdivision and is therefore less intense than surrounding development. Furthermore, the entry feature is N/A with respect to density.

3. Ingress and egress to the development and proposed structures thereon, with reference to automotive and pedestrian safety, separation of automotive traffic and pedestrian and other traffic, traffic flow and control, provision of services and servicing of utilities and refuse collection, and access in case of fire, catastrophe or emergency.

The project is accessible from the development by parallel parking along Corsano Drive and Delicetto. Pedestrians at the parallel parking spaces are guarded by barrier curb to be constructed as part of the subdivision construction plan application. A water service to provide a dog drinking fountain at the dog park is to be constructed as part of the subdivision construction permit application. There is no sanitary sewer service necessary for a dog park and tot lot. Furthermore, ingress/egress to the entry feature is N/A.

4. Location and relationship of off-street parking and off-street loading facilities to thoroughfares and internal traffic patterns within the proposed development, with particular reference to automotive and pedestrian safety, traffic flow and control, access in case of fire or catastrophe, and screening and landscaping.

There are no substantial structures proposed as part of this development, however the entire site is easily accessible from the adjacent proposed subdivision streets. Furthermore, this item is N/A to the entry feature.

5. Sufficiency of proposed screens and buffers to preserve internal and external harmony and compatibility with uses inside and outside the proposed development.

The open design of the tot lot and dog park is inviting to the subdivision homeowners. Furthermore, the entry feature is designed with consistent architecture of the proposed homes.

6. Manner of drainage on the property, with particular reference to the effect of provisions for drainage on adjacent and nearby properties and the consequences of such drainage on overall public drainage capacities.

Drainage for the amenity and entry feature is accounted for in the overall stormwater management system. The City of Venice defers to SWFWMD for stormwater requirements. Please see the enclosed SWFWMD SWERP (Statewide Environmental Resource Permit) #43041590.006.

7. Adequacy of provision for sanitary sewers, with particular relationship to overall city sanitary sewer availability and capacities.



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Reference: **Cielo Amenity and Entry Feature – Project Narrative
Site & Development Application for the Amenity Center and Entry feature within the Cielo
Subdivision**

A concurrency determination application is on file at the City of Venice with both the Milano PUD (2017-25) and the Cielo Preliminary Plat (18-03PP).

8. Utilities, with reference to hook-in locations and availability and capacity for the uses projected.

Utility tie-in locations are accounted for in the overall subdivision Cielo project.

9. Recreation facilities and open spaces, with attention to the size, location and development of the areas as to adequacy, effect on privacy of adjacent and nearby properties and uses within the proposed development, and relationship to community or citywide open spaces and recreational facilities.

The project, by its very nature, creates a stronger sense of community within the overall subdivision. The project is located within the inner portion of the overall site and is there provides privacy to the adjacent and nearby properties. Furthermore, this item is N/A to the entry feature.

10. General site arrangement, amenities and convenience, with particular reference to ensuring that appearance and general layout of the proposed development will be compatible and harmonious with properties in the general area and will not be so at variance with other development in the area as to cause substantial depreciation of property values.

The project is arranged in a such a way that the general layout and proposed development are compatible and harmonious with the surrounding homes, wetlands, and proposed stormwater ponds.

11. Such other standards as may be imposed by the city on the particular use or activity involved.

The project meets the requirements of the approved Milano PUD Rezone (2017-25) and is consistent with the Preliminary Plat (18-03PP) that currently on the City Commission agenda for approval.

12. In the event that a site and development plan application is required, no variance to the height, parking, landscape, buffer or other standards as established herein may be considered by the planning commission. The planning commission may consider modifications to these standards under the provisions and requirements for special exceptions.

No special exceptions are required as part of this application.

We believe the submitted documents meet the completeness requirements for the Site and Development Application, but please do not hesitate to reach out to us for any questions or concerns.

Please contact our office with questions.

Sincerely,

Stantec Consulting Services Inc.

Melanie D. Smith, PE, LEED GA
Senior Associate
Tel: 941-907-6900
E-Mail: melanie.smith@stantec.com

c: Mark Evans and Jacob DeLoach, Neal Communities, Inc.
Jeff Boone, Esquire, Boone, Boone, Boone & Koda, PA

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