CITY OF VENICE
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. 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.

Project Name: Village on the Isle - Mark Manor Renovation	
Brief Project Description: Changes to Mark Manor building elevations and architecture	
Address: 920 South Tamiami Trail, Venice, FL 34285	
Parcel Identification No.(s): 0430-07-0007	
Parcel Size: 15.61	☒ Non-Residential ☐ Residential (Requires School Concurrency)
Zoning Designation(s): OPI - Office, Professional Institution	FLUM Designation(s): Mixed Use Corridor
Fees: The Zoning Administrator will determine if a project is a minor or major site & development plan, select correct fee and review fee below. Extended technical review fee of $1400 charged at third resubmittal. ☐ Major Site & Development Plan $4,700 ☐ Review Fee $2000 OR ☐ Major Site & Development Plan Amendment $2,300 ☐ Review Fee $1000 OR ☐ Minor Site & Development Plan Amendment $533 (with required public hearing ☐ Review Fee $250) OR ☒ Minor Site & Development Plan Amendment $533 (Administrative – no review fee) *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.*	
Applicant Name/ and Property Owner Name: Joel Anderson	
Address: 920 South Tamiami Trail, Venice, FL 34285	
Email:janderson@villageontheisle.com	Phone: (941) 486-5485
Design Professional or Attorney: Dean L. Paquet, P.E.	
Address: 1777 Main Street, Suite 200, Sarasota, FL 34236	
Email: dean.paquet@kimley-horn.com	Phone: (941) 379-7600
Authorized Agent (1 person to be the point of contact): Dean L. Paquet, P.E.	
Address: 1777 Main Street, Suite 200, Sarasota, FL 34236	
Email: dean.paquet@kimley-horn.com	Phone: (941) 379-7600

Staff Use Only

Petition No.

Fee:

RECEIVED
MAY 24 2019
PLANNING & ZONING

Application packages are reviewed for completeness within 3 business days. 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:** Signed by agent and applicant (*3 copies*)

☒ **Narrative:** Provide a paragraph 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. (*3 copies*).

☒ **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*).

☐ **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:**

☐ **Concurrency Application and Worksheet:** (*1 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.

☐ **School Concurrency (Residential Only):** School Impact Analysis Receipt from Sarasota County dated within 10 days of petition submittal (*1 copy*).

☐ **Public Workshop Requirements:** (Section 86-41) ☐Newspaper advertisement ☐Notice to property owners ☐Meeting sign-in sheet ☐ Summary of public workshop ☐Mailing List of Notified Parties *(1 copy of each)* (NOT APPLICABLE FOR MINOR SITE & DEVELOPMENT PLANS)

☐ **Common Facility Statements:** if 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 copy*).

☐ **Stormwater Calculations:** Document addressing drainage concurrency by means of a certified drainage plan (signed and sealed,*2 copies)*.

Site & Development Plans: *3 signed, sealed, and dated sets,* that are collated 24"x36" and folded (rolled plans not accepted), that include the following sheets:

☐ **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.

☐ **Landscaping plan**: include types, sizes and location of vegetation, trees and decorative shrubbery, showing provisions for irrigation and maintenance, and showing all existing trees, identifying those trees to be removed. ☐ Existing Tree survey ☐ Detailed inventory

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

☒ **Architectural Elevations:** definitions for buildings in the development; and exact number of dwelling units, sizes and types, together with typical floor plans of each type.

☐ **CD with Electronic Files:** Provide PDF's of ALL documents, appropriately identified by name on one CD/ thumb drive. All PDF's of site & development plans need to be signed and sealed. Submit each document or set of plans as one pdf- not each sheet in individual pdf's. *The legal description for each parcel must be submitted in text format.*

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.

Authorized Agent Name & Date: Dean L. Paquet, P.E.	Applicant Name & Date:
Authorized Agent Signature:	Applicant Signature:

SITE AND DEVELOPMENT PROJECT NARRATIVE

VILLAGE ON THE ISLE – MARK MANOR RENOVATION

On behalf of our client, The Southwest Florida Retirement Center, Inc., this narrative and supporting documentation are submitted for review in support of a Site and Development Amendment approval for the Village on the Isle – Mark Manor Renovation in Venice, Florida.

The project is located at 900 South Tamiami Trail, Venice, FL 34285 (Section 18, Township 39 South, Range 19 East). The property area is comprised of one parcel and totals approximately ±15.59 acres (including the land swap with the church). The proposed improvements include interior renovations to the existing Mark Manor building as with exterior building façade changes to match the recently approved building architecture (No. 17-09SP) for the three new buildings under construction at the Village on the Isle (VOTI) Campus. The façade changes include the removal of the existing parapet wall and replacement with roof treatments that do not exceed the height of the original Mark Manor building.

Copies of the previously approved colored building elevations for Phase 1a (No. 17-09SP) have been included for reference and comparison. The proposed façade changes will also utilize the color, materials, and features/treatments previously shown and approved on the material board with Phase 1a.

In addition to the requested review and approval of the façade changes for Mark Manor, the applicant will be proposing in the near future similar façade changes to Matthew Hall, Trinity Hall, and the Commons area buildings.

The applicant is requesting approval of these future façade changes under the assumption and understanding that the proposed building elevations are similar in color, materials, and architectural features as those previously approved. It would be also understood and assumed that the building height of the future façade changes are consistent with the requirements from the Comprehensive plan for the VOTI Campus. As long as the future building elevations / façades are consistent with those previously approved, as determined by Planning Staff, the future changes to the building façades do not need additional approval by Planning Commission.

<u>Architectural Description: New Building Exterior Design Approach</u>

Facade improvements for Village on The Isle are planned to be compatible with the character of existing structures on campus (Comprehensive Plan Policies 19.2E and 15.7) while also being consistent with a direction that supports the Northern Italian Renaissance / Mediterranean Revival Style (VUD Section 86-122(I) as a theme embraced by the City of Venice.

The alterations to building facades for the Village on The Isle campus will include their building form and exterior treatment in harmony with other existing buildings and buildings currently under construction (previously approved). Building massing will incorporate hipped roof forms, flat roof areas and façade offsets consistent with the Mediterranean Revival Style. Faux balconies, awnings, and terraces will provide smaller scale elements that add variety to building form.

RECEIVED
MAY 24 2019
PLANNING & ZONING

SITE AND DEVELOPMENT PROJECT NARRATIVE

VILLAGE ON THE ISLE – MARK MANOR RENOVATION

Exterior facade detailing proposed for buildings at Village on The Isle will provide another layer of architectural elements compatible with the Mediterranean Revival theme. The use of colored stucco as the primary cladding system will help to unify campus structures. Simple window groupings with stucco head and sill trim, selective shutter placement, stucco cornice trim, stucco profiled trim and metal railings will complete the new buildings and reinforce a consistent architectural language.

It is anticipated that the exterior architectural approach described here will support the City of Venice's architectural theme and reinforce the setting for the Village on the Isle campus going forward.

RECEIVED
MAY 24 2019
PLANNING & ZONING