



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

# Minor Preliminary Plat Amendment Application

## Section 1.15.4 Minor Preliminary Plat Amendment

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.

Project Name:

Brief Project Description:

### Property Information

Address/Location(s):

Parcel Identification No.(s):

Parcel Size:

Zoning Designation:

FLUM Designation:

Residential

Non-Residential

### Application Fees:

Minor Amendment (with hearing)      Total Fees: \$489.75 (Application Fee \$192.57 / Review Fee Deposit: \$297.18)

Minor Amendment (Administrative)      Total Fees: \$192.57 (Application Fee \$192.57 / Review Fee Deposit: \$0)

### 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.*

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.

**SURVEY** - accurate survey, reflecting existing conditions, no more than two years old.

**LEGAL DESCRIPTION** – copyable electronic format (i.e. Microsoft Word).

**AGENT AUTHORIZATION** (if applicable)

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

Additional Application Requirements

**PRELIMINARY PLAT** showing area proposed for amendment.

**ADDITIONAL PLAN SHEETS** proposed to change, as a result of the amendment.