



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

# Height Exception Application

## Section 1.12 Height Exceptions (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:
- FLUM Designation:

### Application Fees:

**Total Fees: \$6222.93 (Application Fee \$5063.23/ Review Fee \$1159.70)**

*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.*

## **HEIGHT EXCEPTION 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.

**NEIGHBORHOOD WORKSHOP** - summary of the neighborhood workshop (if applicable) per Section 1.2.F 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** – 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).

**LAND USE COMPATIBILITY ANALYSIS** – see Section 1.2.C.8.a-b for requirements

### Specific Application Requirements (Section 1.12.2):

**SITE PLAN** to scale with graphical depiction of the following:

Existing future land use and zoning of the subject property;

Existing future land use and zoning of adjacent properties;

Existing and proposed buildings with notation for the building(s) where the height exception is being sought;

Tabulations for density/intensity consistent with the zoning district allowance;

Compliance with compatibility standards with cross sections depicting compatibility: buffers, setbacks, and step-backs;

Access to and from the site;

Adjacent street network and street types; and

Location of functional and conservation open space (when the height exception is requested within a Planned District).

### Decision Criteria (Section 1.12.3):

In a separate document, please restate and address each item:

1. Compliance with all applicable elements of the Comprehensive Plan;
2. General compatibility with adjacent properties and other properties in the district;
3. Scale of development. The relationship of the project or development in terms of its size, height, bulk, massing, intensity, and aesthetics, to its surroundings;
4. Required yards and other open space;
5. Screening and buffering, with reference to type, dimensions and character;
6. Any special requirements set out in Section 2 of this chapter for the particular use involved.