

APPLICATION FOR MINOR VARIANCE

City of Fellsmere, 22 S. Orange Street, Fellsmere, Florida 32948

Phone: 772-646-6314 Fax: 772-646-6520

Applicant Information

Name _____
Address _____

Phone _____
Mobile _____
Fax _____
Email _____

Real Property Owner (if different from Applicant)

Name _____
Address _____

Phone _____
Mobile _____
Fax _____
Email _____

Lien Holders (mortgage, liens, etc.)

Name _____
Address _____

Phone _____
Mobile _____
Fax _____
Email _____

If Applicant is not owner of property, provide signed authorization form from owner permitting application and acknowledging responsibility for all fees, fines, and property encumbrances that may be imposed as a result of application.

Property Information

Property Folio No. _____
Address _____

Gross Lot Area _____ sf or ac

Section of Land Development Regulation Subject to Variance (check those that apply or provide additional code references as applicable)

(attach additional sheets if necessary)

JUSTIFICATION

(attach additional sheets if necessary)

Application Checklist – THREE COPIES OF EACH APPLICABLE ITEM

- ___ Application fees as set by resolution of the City Council.
- ___ Warranty Deed for subject property.
- ___ Legal description and sketch of the property subject to the variance.
- ___ Certificate of good standing for corporate owner/copy of articles of incorporation, if applicable.
- ___ Letter of authorization of all lien holders (if applicable).
- ___ If the property is not owned or is owned only in part by the applicant, a notarized letter must accompany the application giving written consent by all property owners of the subject property.
- ___ A site sketch as set forth in the Land Development Code Sec. 17.18.
- ___ A written response with supporting documentation to the Standards for Granting a Variance.

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Standards for granting variances. The City Manager shall be guided by the standards summarized below:

1. special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other land, structures or buildings in the same zoning district.
2. special conditions and circumstances did not result from the action or negligence of the applicant.
3. granting the variance requested will not confer upon the applicant any special privileges denied by this Code to other lands, buildings or structures in the same zoning district.
4. literal interpretation of the provisions of the Code would deprive the applicant of rights commonly enjoyed by other properties in this same zoning district under the terms of this Code and would work unnecessary and undue hardship on the applicant.
5. the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure.
6. the granting of the variance will be in harmony with the general intent and purpose of this Code and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.
7. no nonconforming use of neighboring lands, structures or buildings in the same district, and no permitted use of lands, structures or buildings in other districts shall be considered grounds for the issuance of a variance.
8. the granting of the variance desired will not be opposed to the general spirit and intent of this Code or the City of Fellsmere Comprehensive Plan.

The applicant shall provide a written response to each of the above standards on a separate sheet of paper.

STATE OF _____
COUNTY OF _____

I, _____, being first duly sworn, depose and say that:

_____ I am the owner of the subject property, or if corporation, I am the officer of the corporation authorized to act on this request.

_____ I am the legal representative of the owner of the subject property of this application.

All the answers to the questions in this application and all sketches and data attached to and made part of this application are true to the best of my knowledge.

Signature of Applicant

Date

SWORN TO AND SUBSCRIBED before me this ____ day of _____, _____ by _____, who is personally known to me or produced _____ as identification.

Notary Public / My Commission Expires:
My Commission Number is:

MINOR VARIANCES ARE LIMITED TO NO MORE THAN 25% OF THE REGULATORY STANDARD.

FOR CITY USE ONLY

Permit Type: <15,000sf <5ac >5ac Zoning Conf.: Y N Conc. Rvw.: Y N
 Permit Fee Due _____ Escrow Fee Due _____ Receipt # _____ Receipt Date _____
 Routing: CM Fin. Util. FD PD Att. Eng. Traf. Env. Arch. IRC-Util. IRC-Road
 (circle applicable review entities) Project No. _____ Date Application Complete _____