



City Hall: 386-698-2525
Fire: 386-698-1212
Water: 386-698-2525
Gas: 386-698-1486
Fax: 386-698-3484

APPLICATION ATTACHED FOR:

_____	VARIANCE (Commercial & New Construction)	\$200.00
_____	VARIANCE (Existing Single Family)	\$ 50.00
_____	APPEAL TO CITY COMMISSION	\$100.00
+ PLUS		
_____	Public Advertising Fee (\$29.00)	

TWELVE (12) COPIES OF THE FOLLOWING ITEMS MUST BE PROVIDED TO THIS OFFICE THIRTY (30) DAYS IN ADVANCE OF THE MEETING THE REQUEST IS TO BE HEARD. ALL ITEMS MUST BE TURNED IN BEFORE THE CASE MAY BE SCHEDULED.

1. COMPLETED APPLICATION FORM
2. COPY OF THE RECORDED DEED TO THE PROPERTY INVOLVED IN REQUEST. IF APPLICANT IS NOT OWNER, A NOTORIZED LETTER OF AUTHORIZATION FROM OWNER MUST BE INCLUDED
3. APPLICATION FEE (LISTED ABOVE).
4. A "PLOT PLAN" SHOWING ALL EXISTING AND PROPOSED STRUCTURES OR IMPROVEMENTS.
5. FOR VARIANCE ONLY - LEGAL DESCRIPTION OF PROPERTY IN THE REQUEST IF VARIANCE IS FOR LESS THAN A COMPLETE PARCEL.

CASE NO. _____
DATE FILED _____

**APPLICATION FOR VARIANCE
CRESCENT CITY, FLORIDA**

TO: CRESCENT CITY PLANNING and ZONING COMMISSION

The undersigned hereby applies for variance of land as follows:

1. Legal description of land for which rezoning is required:

Lot _____, Block _____
Section or Unit _____ Subdivision _____
Map Book No _____ Page _____
Other Description _____

(USE ADDITIONAL SHEETS IF NECESSARY)

2. Driving Directions: _____

3. The name and address(es) of the owner(s) as shown in the Public Records of Crescent City

4. Current zoning district classification _____
5. Zoning Code(s) from which variance is requested _____

6. The parcel for which this variance is being sought is currently the location of and/or is used as follows

7. Total area of parcel (in acres) or part thereof to be effected by this variance is:

8. Street frontage and average minimum width of parcel concerning this variance is
Length _____ Width _____

9. Has any application been submitted for a variance on any portion of the parcel included in this application within the past two years? _____
 If so, give details of such application and final disposition. _____

10. If an application is to be withdrawn, it must be submitted in writing prior to 48 hours before the hearing to the Planning and Zoning Commissioners, or a like variance application cannot occur within one year from the date of the withdrawal.
11. This application is submitted by:
 Signature of Owner _____
 Signature of Agent _____
 Address _____
 Phone Number (_____) _____
 Date _____

State the reasons for this request that meet the criteria for a hardship.

- a. Special conditions or circumstances related to the property which require their variance _____

- b. Special conditions are not due to an action of the applicant

- c. The granting of the variance will not confer on the applicant a special privilege _____

- d. The variance requested is the minimum to allow reasonable use of the land _____

- e. The variance will not be detrimental to property or improvements in the area _____

- g. The variance will be in harmony with the general intent of the code

12. Has any previous application been filed within the last year in connection with this property? Yes _____ No _____ If yes, briefly describe the nature _____

13. The exact legal description of the property being petitioned is as follows (Survey Required) _____

14. If the applicant is other than the owner, a notarized letter from the property owner, authorizing the applicant to act on the owner's behalf is required.

Owner/Applicant Signature

Date

Criteria

The Planning and Zoning Commission shall hear and decide requests for variances from the terms of the zoning regulations where, owing to special conditions, a literal enforcement of the provisions will result in unnecessary and undue hardship upon, and personal to, the applicant therefore, and not surrounding properties. In order to authorize a variance, the Planning and Zoning Commission must find.

- a. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zoning district, such on-site conditions may include, but are not limited to, topography, preservation of vegetation, access, vehicular and pedestrian safety and preservation of scenic views;
- b. That the special conditions and circumstances do not result from the actions of the applicant;
- c. That granting the variance requested will not confer on the applicant any special privilege that is denied by the chapter to other lands, structures or buildings in the same zoning district;
- d. That literal interpretation of the provisions would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the chapter and would work unnecessary and undue hardship on the applicant;
- e. That the variance granted is the minimum variance that will make possible the reasonable use of the land, structure or building;
- f. That the grant of the variance will be in harmony with the general intent and purpose of the Code and the Comprehensive Plan, will not be injurious to the neighborhood or otherwise detrimental to the public welfare; and,
- g. The granting of the variance will not be detrimental to the property or improvements in the area in which the property is located.

In granting any variance, the Planning and Zoning Commission may prescribe appropriate conditions and safeguards, the violation of which shall be deemed a violation of this Code. The Planning and Zoning

Commission may also prescribe a reasonable time limit which the action for which the variance was requested shall be begun, completed or both.

Under no circumstances shall the Planning and Zoning Commission grant a variance which permits a use not generally, or by conditional use, permitted in the zoning district involved, or any use expressly or by implication prohibited, by the terms of this Code in the zoning district involved. Non-conforming uses of neighboring lands, structures or buildings in the same zoning classifications or district, and permitted uses of lands, structures or buildings in other zoning classifications or districts shall not be considered grounds for the authorization of a variance.

_____ Date
Owner/Applicant Signature

STATE OF FLORIDA
COUNTY OF PUTNAM
CITY OF CRESCENT CITY

Before me this day appeared _____ who executed the foregoing application and acknowledged to and before me that _____ executed said instrument for the purpose therein expressed.

WITNESS my hand and official seal, this _____ day of _____, A.D. 20_____.

Notary Public
State of Florida

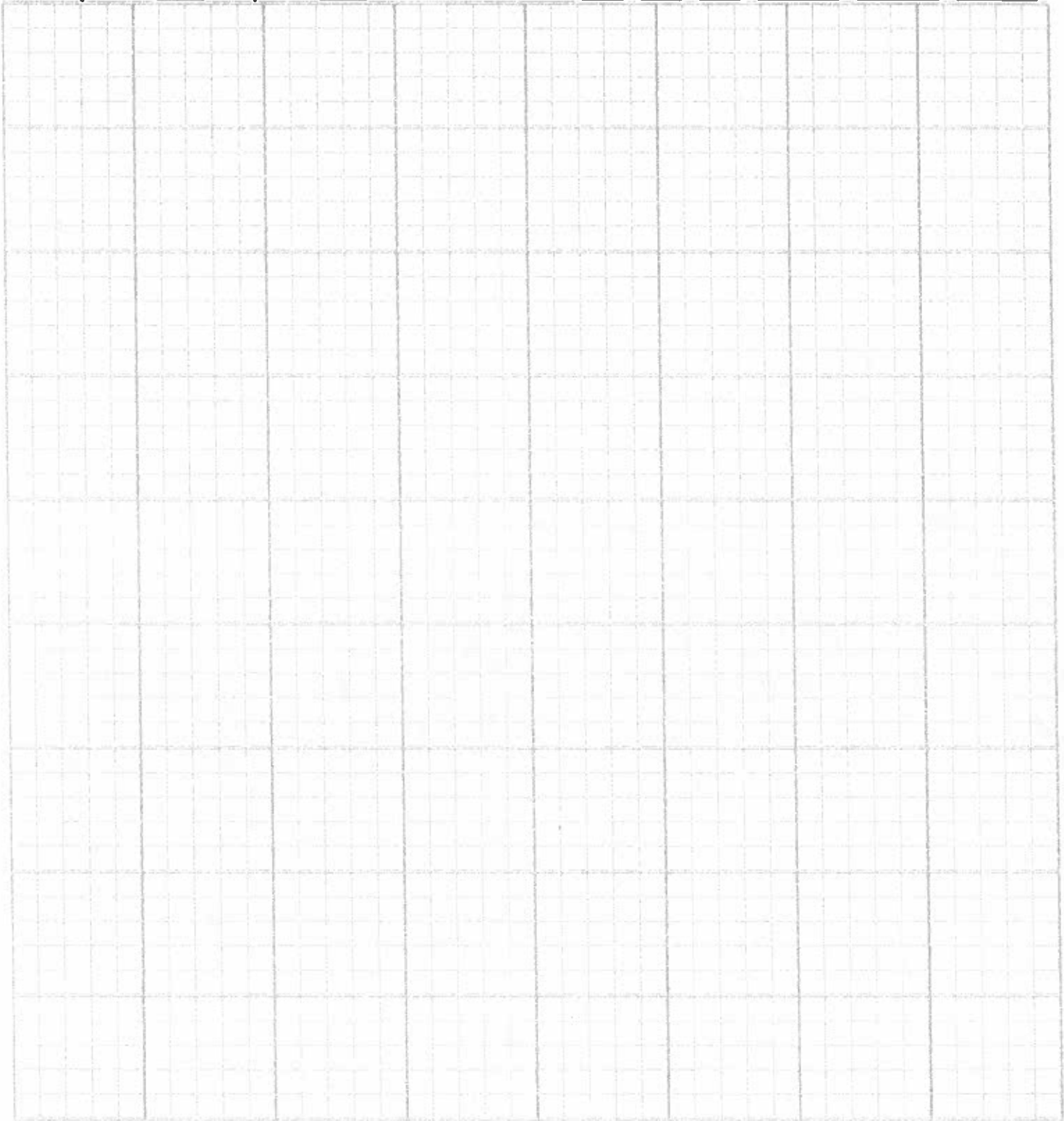
My Commission Expires: _____
_____ Personal Known to me
_____ Produced as Identification _____

DISCLAIMER:
Issuing of this Permit does not release the applicant from obtaining all other necessary Permits.

Revised 4/18/07

SITE PLAN

Each Square or _____ Is Equal To _____ Ft. Parcel Number: _____ - _____ - _____ - _____ - _____



Property Owner: _____

Address: _____

Name of Preparer (if different than above): _____

Zoning: _____

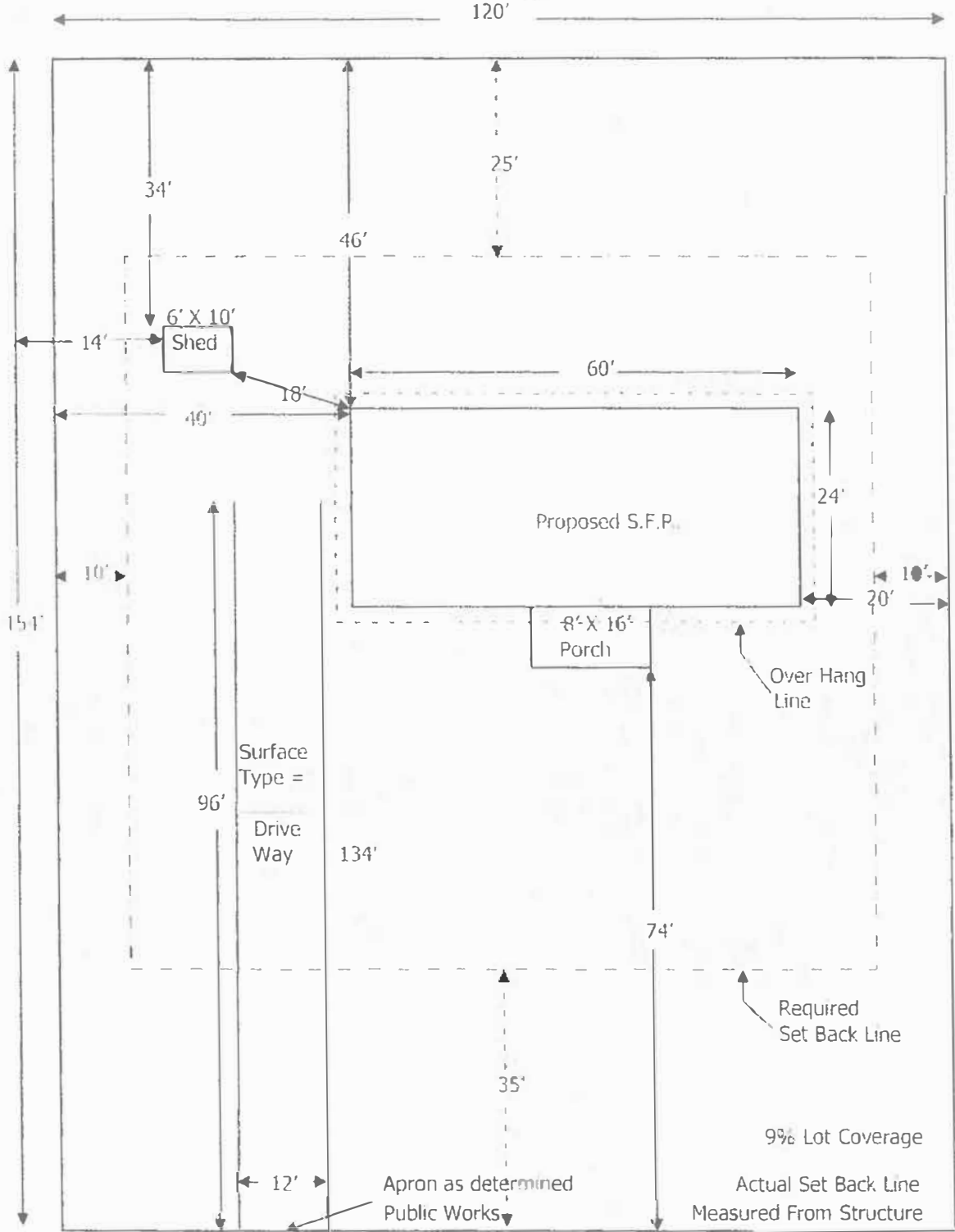
THIS PLOT IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE:

(Signature of Applicant or Agent) _____ DATE: _____

EXAMPLE SITE PLAN

Scale: 1" = 20'

Parcel Number: 00 - 00 - 00 - 0000 - 0000 - 0000



100 First Street

Property Owner: John Doe

Address: 100 First Street

Name of Preparer: Jayne Doe

Zoning: R-2

THIS PLOT IS TRUE AND ACCURATE:

(Signature of Applicant or Agent)

John Doe

DATE: 1/1/2006