

**APPLICATION ATTACHED FOR:**

_____	VARIANCE (Commercial & New Construction)	\$350.00
_____	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 If an application is to be withdrawn, it must be submitted in writing prior to 48 hours before the hearing to the Planning and Zoning Commissioners, or a like variance application cannot occur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

