

Application for Zoning Variance

Variance means a grant of relief from the requirements of this chapter which permits construction in a manner otherwise prohibited by this chapter, where specific enforcement would result in unnecessary hardship (see specific criteria on second page).

Date Received: _____

Received by: _____

Hearing date: _____

This application must be typed or printed in ink neatly and submitted with any required attachments and application fee:

Residential \$450.00

Nonresidential \$550.00 and

After the Fact \$750.00

(Checks payable to the City of Palatka)

**City of Palatka Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177**

FOR INFORMATION REGARDING THIS FORM, CALL (386) 329-0103

TO BE COMPLETED BY APPLICANT

Property Address:	Parcel Number:	Current Property Use:
Required Attachments: <input type="checkbox"/> Letter of Authorization* _____ Legal Description <input type="checkbox"/> Copy of Recorded Deed _____ Fees <input type="checkbox"/> Project Narrative** _____ Site Plan		Number & types of structures on property:
Specific Variance(s) requested (use attachment if necessary):		
Justification for Variance (addressing variance criteria on second page, use attachment if necessary):		
Owner Name: _____ Owner Address: _____ Phone Number: _____ Email Address: _____		
Agent Name: _____ Agent Address: _____ Phone Number: _____ Email Address: _____		

10. This application submitted by:

Signature of owner(s): _____

Print owner(s) names(s): _____

Signature of Agent(s): _____

Print Agent(s) names: _____

STATE OF _____

County of _____

Before me this day personally appeared _____ who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

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

Notary Public

My commission expires: _____ State of _____ at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Current Requirement:	4. Surrounding Uses:	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: <input type="checkbox"/> Letter of Authorization** <input type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative	

Zoning Code Sec. 94-71: Variances shall be considered for development standards only unless otherwise authorized in this chapter and other chapters of the Municipal Code. The following criteria shall be utilized in evaluating a requested variance:

- (1) Special conditions and circumstances exist such as size, shape, topography, or other unique features that are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same vicinity or zoning district;
- (2) Such conditions and circumstances were not the result of the affirmative actions of the applicant and the applicant has acted in good faith;
- (3) Granting of the variance request will not confer on the applicant any special privilege that is denied by the Municipal Code to other lands, buildings or structures in the same zoning district;
- (4) Literal interpretation and enforcement of the applicable standard would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the Municipal Code, and would work unnecessary and undue hardship on the applicant;
- (5) No variance may be granted for a use of land or building that is not permitted;
- (6) The variance shall be the minimum variance necessary to alleviate the hardship; and
- (7) The variance would not cause substantial detriment to the public health, welfare, and safety of surrounding properties and community.