

**PROPERTY OWNER INFORMATION:****PROJECT LOCATION INFORMATION:**

NAME:		PHYSICAL ADDRESS:					
ADDRESS:		SUBDIVISION NAME:					
ADDRESS 2:		PARCEL ID #:					
CITY:			SEC	TWN	RNG	SUB	BLK LOT
STATE:		ZONING DESIGNATION:					
ZIP:		PHONE:		FUTURE LAND USE DESIGNATION:			
FAX:		CELL:		IS THE PROPERTY A CORNER LOT? YES NO			
E-MAIL:		DRIVING DIRECTIONS:					

**DESCRIPTION OF PROJECT:**

TYPE OF PROJECT:      RENOVATION                  NEW CONSTRUCTION                  POOL                  MARINE                  DEMO

OTHER: \_\_\_\_\_

SCOPE OF WORK:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OCCUPANCY CLASSIFICATION:      RESIDENTIAL                  ASSEMBLY                  BUSINESS                  MERCANTILE

STORAGE                  OTHER: \_\_\_\_\_

INTENDED USE:

\_\_\_\_\_

DIMENSION:					
	LENGTH	WIDTH	HEIGHT	STORIES	AREA

ESTIMATED COST OF CONSTRUCTION:	ESTIMATED COMPLETION DATE:
---------------------------------	----------------------------

**VARIANCE INFORMATION:**

PLEASE DESCRIBE THE REQUESTED VARIANCE (EXAMPLE: REAR SETBACK VARIANCE FROM 30' TO 20'):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPLICABLE CODE SECTION FOR WHICH THE VARIANCE IS REQUESTED:				
	CHAPTER	ARTICLE	DIVISION	SECTION

**VARIANCE INFORMATION:**

PLEASE STATE HOW THE VARIANCE REQUEST ADDRESSES THE BELOW LISTED CRITERIA:

1. SPECIAL CONDITIONS AND CIRCUMSTANCES EXIST WHICH ARE PECULIAR TO THE LAND, STRUCTURE OR BUILDING AND WHICH ARE NOT APPLICABLE TO OTHER LANDS, STRUCTURES OR BUILDINGS IN THE SAME ZONING DISTRICT.

2. THE SPECIAL CONDITIONS AND CIRCUMSTANCES DO NOT RESULT FROM THE ACTIONS OF THE APPLICANT.

3. GRANTING THE VARIANCE REQUESTED WILL NOT CONFER ON THE APPLICANT ANY SPECIAL PRIVILEGE THAT IS DENIED BY THIS LAND DEVELOPMENT CODE TO OTHER LANDS, BUILDINGS OR STRUCTURES IN THE SAME ZONING DISTRICT.

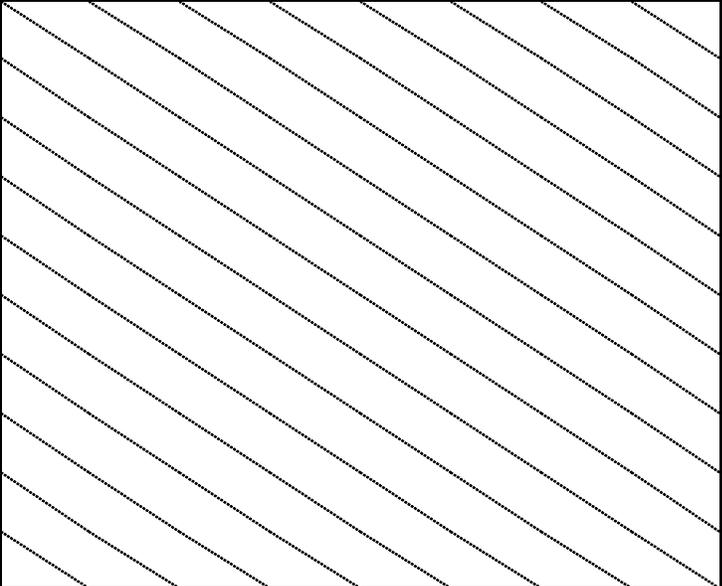
4. LITERAL INTERPRETATION OF THE PROVISIONS OF THE LAND DEVELOPMENT CODE WOULD DEPRIVE THE APPLICANT OF RIGHTS COMMONLY ENJOYED BY OTHER PROPERTIES IN THE SAME ZONING DISTRICT UNDER THE TERMS OF THE LAND DEVELOPMENT CODE AND WOULD WORK UNNECESSARY AND UNDUE HARDSHIP ON THE APPLICANT.

5. THE VARIANCE GRANTED IS THE MINIMUM VARIANCE THAT WILL MAKE POSSIBLE THE REASONABLE USE OF THE LAND, BUILDING OR STRUCTURE.

6. THE GRANT OF THE VARIANCE WILL BE IN HARMONY WITH THE GENERAL INTENT AND PURPOSE OF THE LAND DEVELOPMENT CODE AND THAT SUCH VARIANCE WILL NOT BE INJURIOUS TO THE AREA INVOLVED OR OTHERWISE DETRIMENTAL TO THE PUBLIC WELFARE.

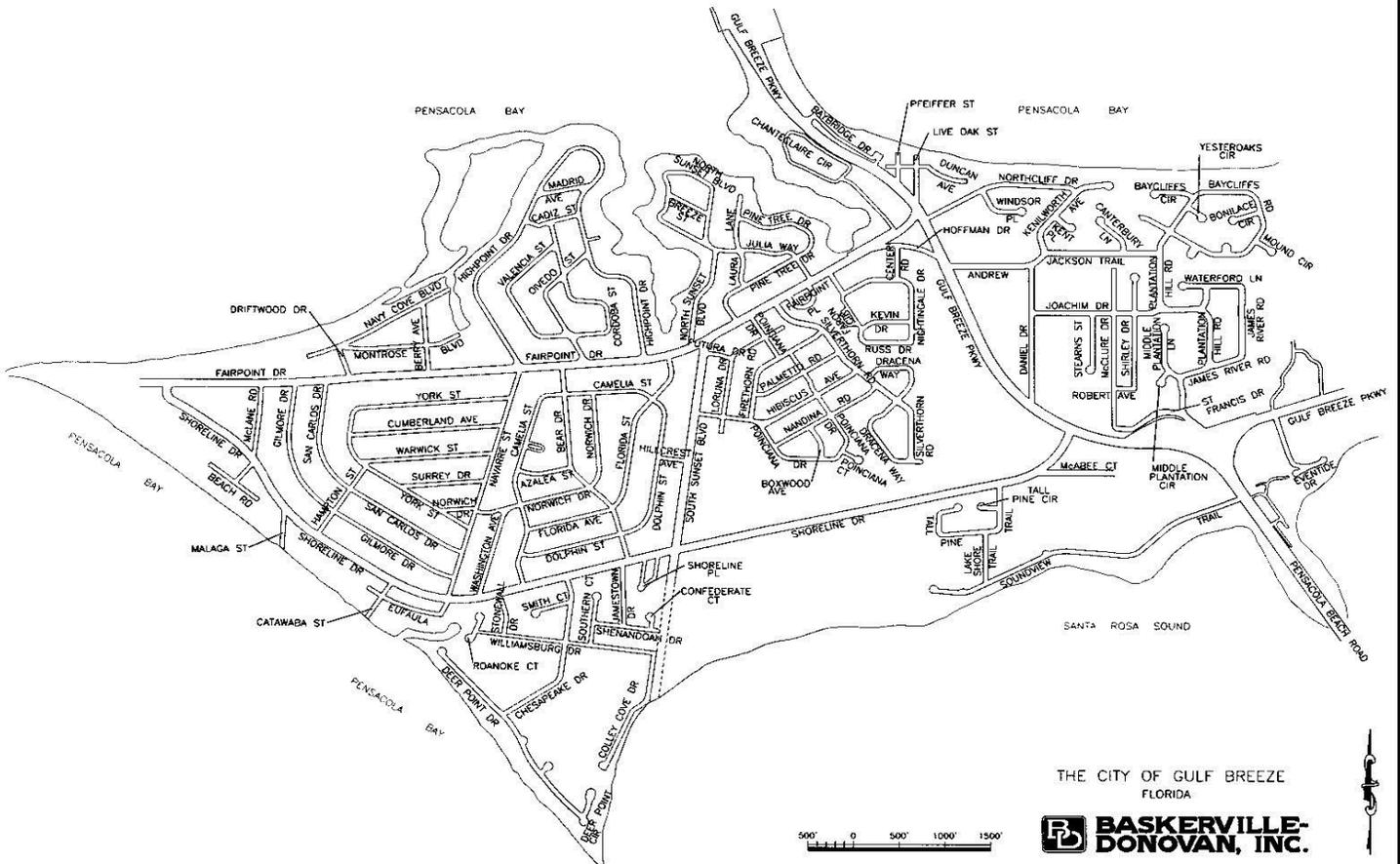
**AGENT INFORMATION:**

AGENT'S NAME:	
COMPANY NAME:	
ADDRESS:	
ADDRESS 2:	
CITY:	
STATE:	
ZIP:	PHONE:
FAX:	CELL:
E-MAIL:	
STATE LICENSE #:	



**LOCATION MAP:**

PLEASE MARK THE PROJECT LOCATION ON THE MAP.



**AUTHORIZATION:**

APPLICATION IS HEREBY MADE TO OBTAIN A VARIANCE TO THE WORK AS INDICATED IN THE ATTACHED PLANS AND SPECIFICATIONS. THE OWNER OF THE PROPERTY MUST SIGN THE APPLICATION.

\_\_\_\_\_  
AGENT'S SIGNATURE

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

**RULES AND PROCEDURES:**

PURSUANT TO SECTION 101.3 OF THE CODE OF ORDINANCES OF THE CITY OF GULF BREEZE, THE BOARD OF ADJUSTMENT HAS ADOPTED (JULY 28,1992) THE RULES SET FORTH BELOW FOR PURPOSE OF TRANSACTION OF ITS BUSINESS AND TO ASSIST IN THE ORDERLY AND EFFICIENT ADMINISTRATION OF ITS POWERS AND DUTIES. (PASSED AUGUST 25, 1992).

1. THE BOARD OF ADJUSTMENT SHALL MEET ON THE FOURTH TUESDAY OF EACH MONTH, AT 6:30 PM, PROVIDED THERE EXISTS FOR ITS CONSIDERATION OR OFFICIAL ACTION TO BE TAKEN. IN THE ABSENCE OF SUCH MATTERS OF OFFICIAL ACTION, THE BOARD NEED NOT MEET. IN THE EVENT THAT THE REGULARLY SCHEDULED BURDENSOME OF THE BOARD TO HOLD ITS REGULAR MONTHLY MEETING, A SPECIAL SUBSTITUTE MEETING MAY BE CALLED IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN RULE NO. 2 BELOW.

2. SPECIAL MEETINGS OF THE BOARD OF ADJUSTMENT MAY BE HELD AT THE CALL OF THE CHAIRMAN OR FOUR (4) MEMBERS OF THE BOARD. NO SPECIAL MEETING SHALL BE HELD WITHIN ONE (1) WEEK OF A REGULAR MONTHLY MEETING.

3. EACH APPLICATION, PETITION, OR REQUEST FOR THE BOARD'S CONSIDERATION SHALL BE PRESENTED BY CITY STAFF. CITY STAFF SHALL EXPLAIN THE NATURE OF THE CASE, (SPECIAL EXCEPTION OR VARIANCE REQUEST), THE FACTUAL BACKGROUND, THE PROVISIONS OF THE ZONING ORDINANCE WHICH ARE INVOLVED. THE APPLICANT OR A DESIGNATED REPRESENTATIVE MUST BE AT THE BOARD OF ADJUSTMENT MEETING TO PRESENT THE APPLICANT'S CASE TO THE BOARD AND ANSWER ANY QUESTIONS THE BOARD MAY HAVE. IF THE APPLICANT OR THE APPLICANT'S DESIGNATED REPRESENTATIVE IS NOT PRESENT AT THE MEETING THE CASE WILL NOT BE HEARD.

4. ANY PERSON OR ENTITY SUBMITTING AN APPLICATION FOR CONSIDERATION BY THE BOARD OF ADJUSTMENT MUST INCLUDE AS PART OF AND ATTACHED TO THE APPLICATION A DIAGRAM OF THE PROPERTY WHICH IS THE SUBJECT OF THE APPLICATION. THE DIAGRAM MUST BE TO SCALE AND MUST SUFFICIENTLY IDENTIFY THE REQUESTED VARIANCE, SPECIAL EXCEPTION OR OTHER ACTION WHICH IS REQUESTED AND SHALL INCLUDE APPROPRIATE NOTATIONS AS TO MEASUREMENTS AND DISTANCES.

5. IN ADDITION TO ANY OTHER NOTICE REQUIREMENTS, THE CITY SHALL ENDEAVOR TO NOTIFY ALL OWNERS OF PROPERTY WITHIN 150 FEET OF THE SUBJECT PARCEL. IT SHALL BE THE RESPONSIBILITY OF THE APPLICANT TO IDENTIFY ALL OF THE PROPERTY OWNERS WITHIN 150 FEET OF THE SUBJECT PARCEL. THE APPLICANT MUST PROVIDE TWO SETS OF MAILING LABELS, WHICH INCLUDE THE NAMES AND ADDRESSES OF PROPERTY OWNERS, FROM THE SANTA ROSA COUNTY PROPERTY APPRAISERS OFFICE LOCATED AT 6459 CAROLINE STREET, MILTON, FLORIDA.

6. FOR PURPOSE OF CONSIDERING ANY APPLICATION FOR A VARIANCE, THE BOARD SHALL CONSIDER EACH OF THE SIX (6) CRITERIA SET FORTH IN SECTION 102.3 (A) OF THE ZONING ORDINANCE, THE BOARD MUST SPECIFICALLY FIND THAT EACH OF THE SAID SIX (6) CONDITIONS EXIST WITH RESPECT TO THE PROPERTY IN QUESTION.

7. ALL DOCUMENTS SUBMITTED IN RELATION TO THE VARIANCE REQUEST WILL BECOME PUBLIC RECORD AND WILL NOT BE RETURNED.

8. THE FEE FOR PROCESSING THE APPLICATION IS BASED ON THE LEVEL OF DEVELOPMENT AS DEFINED IN SECTION 20-41 OF THE LAND DEVELOPMENT CODE AND IS NON REFUNDABLE. THE FEE IS DUE WHEN THE APPLICATION IS SUBMITTED.

9. FEE SCHEDULE:                      LEVEL I \$200.00                      LEVEL II \$300.00                      LEVEL III \$500.00 \*\*\*

\*\*\* - WITH THE EXCEPTION OF SINGLE FAMILY RESIDENTIAL DOCKS, PIERS, BOATHOUSES, SEAWALLS AND RETAINING WALLS WHICH SHALL BE ASSESSED AT THE

I HEREBY AFFIRM THAT I HAVE READ AND FULLY UNDERSTAND THE RULES AND PROCEDURES OF THE BOARD OF ADJUSTMENT HERE MENTIONED. THE OWNER OF THE PROPERTY MUST SIGN THE APPLICATION.

\_\_\_\_\_  
AGENT'S SIGNATURE

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE