



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:					
PHONE #:		ZIP:		IS THE PROPERTY A CORNER LOT? YES NO			
FAX:		DRIVING DIRECTIONS:					
E-MAIL:							

DESCRIPTION OF PROJECT:					
TYPE OF PROJECT:	RENOVATION	NEW CONSTRUCTION	POOL	MARINE	DEMO
OTHER: _____					
SCOPE OF WORK:					
OCCUPANCY CLASSIFICATION:					
RESIDENTIAL		ASSEMBLY		BUSINESS	
STORAGE		OTHER: _____			
INTENDED USE:					
DIMENSION:					
	LENGTH	WIDTH	HEIGHT	STORIES	SQUARE FEET
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 ADDRESS HOW THE VARIANCE REQUEST ADDRESS THE AFOREMENTIONED CRITERIA:

1. SPECIAL CONDITIONS EXIST WHICH ARE PECULIAR TO THE LAND, STRUCTURE OR BUILDING.

2. THE SPECIAL CONDITIONS ARE NOT THE RESULT OF ACTIONS BY THE APPLICANT.

3. THE GRANTING OF THE VARIANCE WILL NOT CONFER ON THE APPLICANT ANY SPECIAL PRIVILEGE.

4. THE LITERAL INTERPRETATION OF THE CODE WOULD DEPRIVE THE APPLICANT OF RIGHTS COMMONLY ENJOYED AND WORK UNDUE HARDSHIP.

5. THE VARIANCE, IF GRANTED, IS THE MINIMUM THAT WOULD MAKE REASONABLE USE OF THE LAND.

6. THE VARIANCE, IF GRANTED, WILL BE IN HARMONY WITH THE GENERAL INTENT AND PURPOSE OF THE CODE AND THAT SUCH VARIANCE WILL NOT BE DETERMINABLE TO THE PUBLIC WELFARE.

MEETING DATES (PLEASE PICK MEETING DATE BASED ON DUE DATE):

PACKET DUE DATE	MEETING DATE	PACKET DUE DATE	MEETING DATE
JAN. 5, 2010	JAN. 26 2010	JUL. 6, 2010	JUL. 27, 2010
FEB. 2, 2010	FEB. 23, 2010	AUG. 3, 2010	AUG. 24, 2010
MAR. 2, 2010	MAR. 23, 2010	SEP. 7, 2010	SEP. 28, 2010
APR. 6, 2010	APR. 27, 2010	OCT. 5, 2010	OCT. 26, 2010
MAY 4, 2010	MAY 25, 2010	NOV. 2, 2010	NOV. 23, 2010
JUN. 1, 2010	JUNE 22, 2010	DEC. 7, 2010	DEC. 28, 2010

ALL MEETINGS ARE AT 6:30 PM AT GULF BREEZE CITY HALL UNLESS OTHERWISE NOTICED.

PLEASE LIST PROPERTIES WITH 150 FEET OF THE SUBJECT PARCEL:

NAME: _____

ADDRESS: _____

PARCEL ID: _____

NAME: _____

ADDRESS: _____

PARCEL ID: _____

NAME: _____

ADDRESS: _____

PARCEL ID: _____

NAME: _____

ADDRESS: _____

PARCEL ID: _____

NAME: _____

ADDRESS: _____

PARCEL ID: _____

NAME: _____

ADDRESS: _____

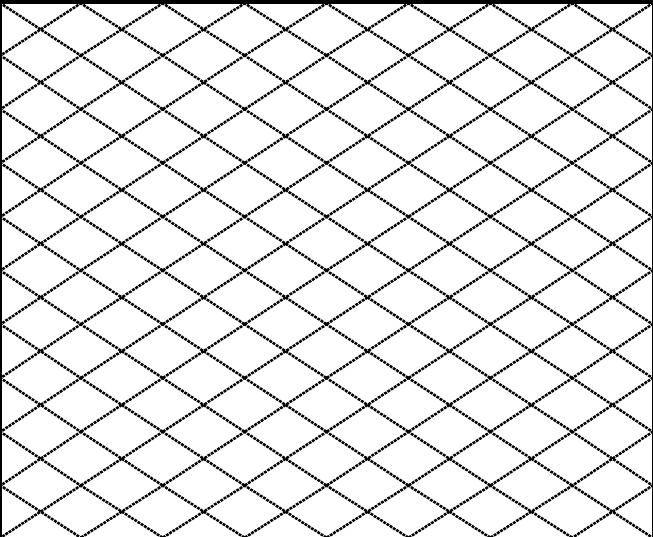
PARCEL ID: _____

NAME: _____

ADDRESS: _____

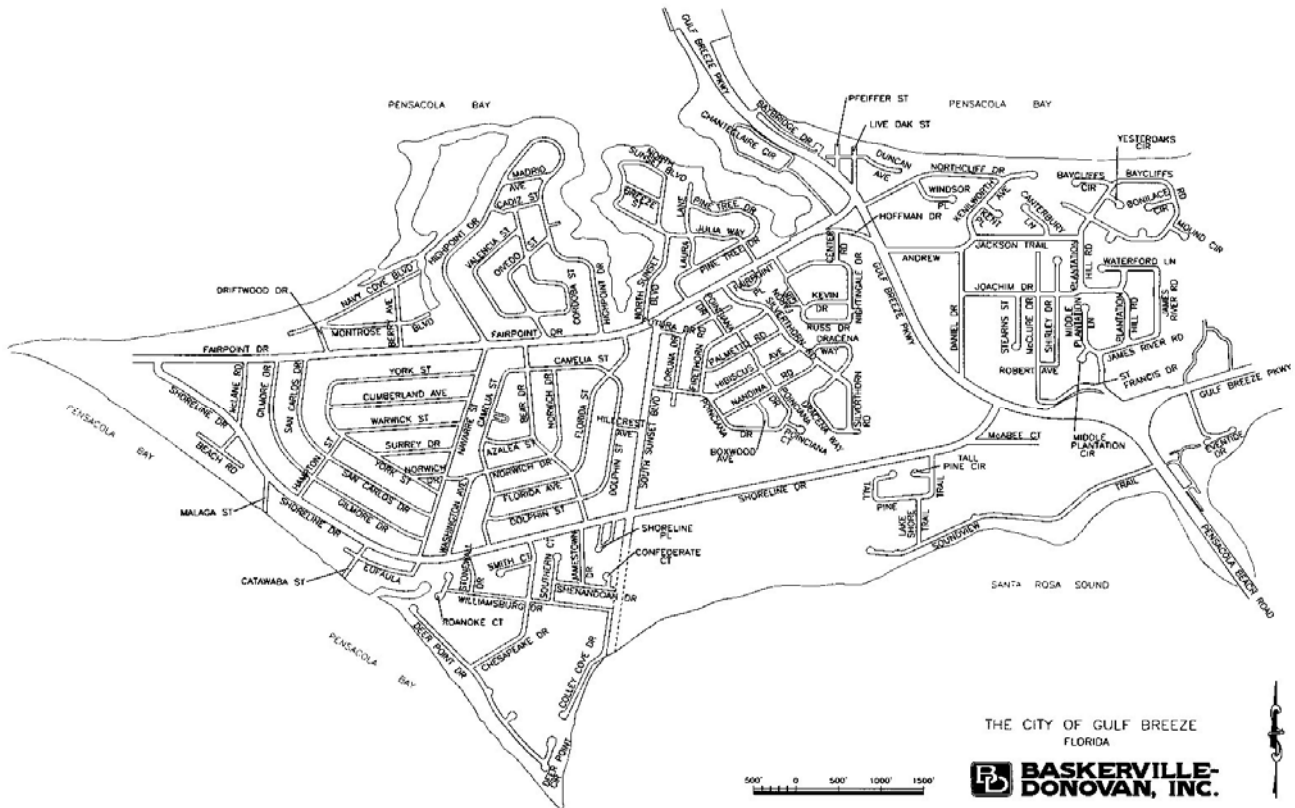
PARCEL ID: _____

AGENT INFORMATION:

AGENT'S NAME:		
ADDRESS:		
ADDRESS 2:		
CITY:		
STATE:		
PHONE #:	ZIP:	
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.

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 3:30 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 APPLICANTS 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 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.

AGENT'S SIGNATURE

OWNER'S SIGNATURE

PRINTED NAME

PRINTED NAME

DATE

DATE