

HENDRY COUNTY PLANNING AND ZONING DEPARTMENT

P.O. Box 2340

LaBelle, Florida 33975-2340

863-675-5240 • FAX: 863-674-4194

<http://www.hendryfla.net/planning.php>

For Office Use Only:

Date: _____

Hearing No: _____

Fees: _____

Check No.: _____ or Cash _____

Strap No.: _____

APPLICATION FOR VARIANCE

NOTE: This application with all supporting exhibits and data must be complete and returned to the Planning and Zoning Department before advertising for public hearing. The applicant or his/her agent must be present at the hearing for the application to be considered.

Name of Applicant: _____

Address: _____

Tel: _____ Fax: _____ e-mail: _____

Name of Agent: _____

Address: _____

Tel: _____ Fax: _____ e-mail: _____

Property Address: _____

Property Acreage: _____

Future Land Use Designation on Property: _____

Zoning Designation on Property: _____

Adjacent Zoning: North: _____ South: _____ East: _____ West: _____

Adjacent Future Land Use: North: _____ South: _____ East: _____ West: _____

Reason for Request/Explanation of Hardship: _____

HAS A PUBLIC HEARING BEEN HELD ON THIS PROPERTY IN THE PAST TWENTY-FOUR (24) MONTHS? _____

If yes, application number or resolution number. _____

IS THIS HEARING BEING REQUESTED AS A RESULT OF A VIOLATION NOTICE? _____

If yes, to whom was the Violation Notice written? _____

Is there an existing approval for a special exception, rezone, variance, and/or administrative waiver on the property?
_____ If yes, please provide resolution and/or ordinance numbers _____

All data and exhibits submitted in support of this application shall become a permanent part of the public records of Hendry County, Florida.

SUBMITTAL REQUIREMENTS (unless waived at the pre-application meeting):

1. Original application.
2. Proof of ownership or contract to purchase or lease property.
3. A copy of the pre-application meeting notes.
4. Boundary Survey (11" x 17" minimum), must be less than one-year old, signed, sealed, prepared by a professional surveyor and mapper, showing the location and dimensions of all property lines, existing streets or roads, easements, rights-of-way, and areas dedicated to the public. In the case of improved property, the survey is to show all vertical improvements.
5. Electronic version of legal description.
6. Area location map (provide electronic version for advertising).
7. Letter outlining request with data and analysis justifying request.
8. Notarized letter of Owner's Authorization (attached).
9. Aerial photo of property.
10. Map showing existing land uses and principal roadways within 750 linear feet from boundaries of subject property.
11. List of surrounding property owners within 750 linear feet from boundaries of subject property.
 - a) Three (3) sets of mailing labels (1" X 2 5/8") of surrounding property owners.
12. Any additional data, material or information deemed necessary by the County to make a determination.
13. Processing fee payable to the Hendry County Board of County Commissioners:
\$500.00 plus \$150.00 per each additional request
Advertising charges will be invoiced prior to public hearings

Please submit original application plus supporting documentation for sufficiency review. Once the application has been deemed sufficient, please submit 4 copies and 1 CD of all documents for formal review. The Local Planning Agency public hearing will require 10 copies and the Board of County Commissioners public hearing will require 13 copies, plus a CD.

ALL TEXT DOCUMENTS ARE TO BE SUBMITTED ON DOUBLE-SIDED PAGES. ANY GRAPHS OR MAPS ARE TO BE ONE-SIDED.

LETTER OF AUTHORIZATION

ATTEST:

We/I, _____, being first duly sworn, depose and say that we/I are/am the owners of the property described herein and which is the subject matter of the proposed hearing; that all the answers to the questions in this application, all sketches, data, and other supplementary matter attached to and made a part of this application, are true and correct to the best of our knowledge and belief. We/I understand that the information requested on this application must be complete and accurate and that the content of this form, whether computer generated or County printed shall not be altered.

As property owner We/I further authorize _____ to act as our/my representative in any matters regarding this Petition.

(Signature of Property Owner)

(Signature of Property Owner)

(Typed or Printed Name of Owner)

(Typed or Printed Name of Owner)

State of Florida
County of Hendry

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ who is personally known to me or has produced _____ as identification.

(Signature of Notary Public – State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)