



Project No: \_\_\_\_\_

Department Date Stamp:

# CITY OF PLANTATION BOARD OF ADJUSTMENT APPLICATION

Please check appropriate request(s):

- Physical site development variance     Administrative review of an order, requirement, decision, or determination

**Project Name:** \_\_\_\_\_

**Property Address / Location:** \_\_\_\_\_

**Property Legal Description:** \_\_\_\_\_

**Zoning District:** \_\_\_\_\_    **Land Use Plan Designation:** \_\_\_\_\_    **Property Folio Number(s):** \_\_\_\_\_

**Description of Project:** \_\_\_\_\_

**Code Section subject to variance consideration or administrative review:** \_\_\_\_\_

**Property Owner of Record:**

**Print name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Corporation Name (if applicable):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Do you authorize an agent to represent you in the processing of this application?**     Yes     No

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements appeared \_\_\_\_\_ as the property owner, who is personally known to me to be the person described in and who executed the foregoing instrument, who acknowledged before me that he/she executed the same on behalf of the corporation, who produced his/her driver's license as identification, and who did not take an oath.

WITNESS my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

My commission expires:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
Printed Name of Notary

My commission no. is:

(Notary Seal)

**Authorized Agent (if applicable):**

**Print name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Corporation Name (if applicable):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements appeared \_\_\_\_\_ as authorized agent of \_\_\_\_\_ (Owner), who is personally known to me to be the person described in and who executed the foregoing instrument, who acknowledged before me that he/she executed the same on behalf of the corporation, who produced his/her driver's license as identification, and who did not take an oath.

WITNESS my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

My commission expires:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
Printed Name of Notary

My commission no. is:

(Notary Seal)

**Authorization for field inspections:**

I, \_\_\_\_\_ (owner/agent) hereby give the City of Plantation authorization to conduct field inspections on the property represented in this application.

**Print name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Other City department(s) action:**

Is this property the subject of code enforcement action by any City Department?  Yes  No

If yes, indicate code enforcement case number(s): \_\_\_\_\_

**Pursuant to Section 27-46(3), the property owner of record requesting a variance is required to provide written responses to the following criteria demonstrating:**

**That special conditions and circumstances exist that are peculiar to the land, structure, or building involved which are not applicable to other lands, structures or building in the same district;**

**That the literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter;**

**That the special conditions and circumstances do not result from the action of the applicant;**

**That granting the variance requested will not be detrimental to adjacent property or adversely affected the public welfare;**

- **Please print/type application clearly. Incomplete or illegible applications will not be accepted.**
- An application fee of \$750 is required prior to processing the application.
- The application must be signed by the property owner and notarized.
- If the property owner authorizes an agent, the application must be signed by the agent and notarized.
- The application must include submittal of any additional information necessary for a complete and thorough review of the request such as a survey showing existing and proposed structures, or fences, existing and proposed site data calculations, survey showing existing or proposed sign locations, building elevations, sign graphics showing sign size and color, required and provided parking calculations, etc.
- The owner or authorized agent must be present at the meeting for the application to be considered.
- Zoning decision approval, as defined in Section 27-6 of the Code of Ordinances, shall be initially valid for a period of time not to exceed twelve (12) months from the date the decision is made. If the rights granted by the zoning decision are not exercised in the aforesaid twelve-month period of time by an application for a building permit to meet the requirement of Section 302.1 of the Florida Building Code, the decision shall become null and void.

Last updated April 18, 2011