



City of Stuart
 121 SW Flagler Ave
 Stuart, FL 34994

Received by: _____
 Reviewed by: _____
 Approved by: _____

(772) 288-5326
Variance Application
 Project ID# _____

(Staff Entry)

Pre-App Conference Date:	Application Date:
Project Name:	
Parcel ID#	Project Address:
Zoning/CRA Sub-district:	
Subdivision:	Lot(s):
Fee: \$204.80/Administrative Variance Approval or \$819.20/Board of Adjustment Approval <i>(This does not include fees that may be charged as a result of application review by the City's consultants)</i>	
<p>The Board of Adjustment may grant a variance from the strict application of the following dimensional requirements of the city land development regulations and the city Code of Ordinances:</p> <p>(1) lot area requirements; minimum yard setbacks; setbacks, building separation and heights for accessory structures; finished floor elevation; satellite television antenna systems; fences, walls, hedges and enclosures; and setback requirements for location of swimming pools.</p> <p>The City's Development Director may grant an administrative variance for the following standards of the land development code:</p> <p>(1) Yard setbacks. Any yard setback variance request which does not exceed 110 percent of the code requirement. (For example: where a rear yard setback is 15 feet, and the variance request doesn't exceed 1.5 feet of relief or a reduction to a 13.5-foot setback.)</p> <p>(2) Fences, walls and hedges. Any variance request for a fence, wall or hedge height or location, or other buffer screening matter.</p> <p>(3) Other minor code variances and minor site plan amendments. Any other minor technical or land use code variance (but not including setback variances covered above) or any minor site plan revision or amendment for items including, but not limited to, those affecting drainage, easements, bulkheads, docks, flood elevation, curbing and curb-cuts, medians, solid waste collection, principal or accessory structures or lots, signage, landscape, lighting, parking, driveways, or utilities; and including a change of use from one permitted use to another permitted use.</p> <p>A minor code variance or site plan revision is one in which the requested change:</p> <ol style="list-style-type: none"> Does not increase or enlarge the density, intensity of use, footprint, or any dimension of the overall plan by more than five percent; and Does not increase or enlarge the exterior "footprint" of commercial, industrial or multi-family residential buildings by more than 1,000 square feet of building, or more than 1,000 square feet of additional impervious area; or Does not increase or enlarge the "footprint" of single family or small multi-family (four or fewer dwelling units) buildings by more than 360 square feet of building, or no more than 360 square feet of additional impervious area is requested; and Where the scope and intent of any variance approved by the board of adjustment, or scope and intent of any site plan previously approved by the city commission is not violated. 	
<p>Submittal Requirements: A completed application form, the payment of fees, one (1) copy of all documents on a PDF formatted disc electronically signed and sealed, a site plan, and any other information as may be required by the City Development Director in order to do a thorough review of the request. The data requirements for a site plan are available at the Development Department.</p>	
<p>Approving Authority: The Development Director is required to prepare a staff report and recommendation concerning this application for the Board of Adjustment (BOA) public hearing.</p>	
<p>Justification: Please provide justification supporting the request for a variance <i>(include additional pages if needed)</i>.</p>	

General Information

(Please Print or Type)

1. Property Owner, Lessee, Contract Purchaser, or Applicant (circle one):

Name:	City/State/Zip Code:
Title:	Telephone Number:
Company:	Facsimile Number:
Company Address:	Email Address (optional):

2. Agent of Record (if any): The following individual is designated as the Agent of Record for the property owner, lessee, or contract purchaser and should receive all correspondence related to the application review.

Name:	City/State/Zip Code:
Title:	Telephone Number:
Company:	Facsimile Number:
Company Address:	Email Address (optional):

3. The Undersigned, as the Property Owner, Lessee, Contract Purchaser, or Applicant (circle one), acknowledges responsibility for all City expenses associated with the referenced application (s) including time spent by the City's consultants and further acknowledges that payment of consultant fees will be made prior to the receipt of the consultant comments.

Name:	City/State/Zip Code:
Title:	Telephone Number:
Company:	Facsimile Number:
Company Address:	Email Address (optional):

I hereby certify that all information contained herein is true and correct.

4. Signed this _____ day of _____, 20____.

Signature of Property Owner, Lessee, Contract Purchaser or Applicant

State of Florida, Martin County The foregoing instrument was acknowledged before me on this ____ day of _____ by _____ who is personally known to me, or who has produced _____ as identification and who did/did not take an oath.

Notary Signature

Commission expires: