



City of Keystone Heights
 555 South Lawrence Blvd
 Keystone Heights, Florida 32656
 352.473.4807 Office 352.473.5101 Fax



Variance Application

Property Information

Property Address: _____ Phone: (____) _____ - _____

Tax Parcel # _____ Zoning _____ Land Use: _____

Proposed Zoning _____ Seeking (circle one) Permitted Use *or* Use by Exception

Requesting relief from (please list each code)

Property Owner Information

Property Owner: _____

Address: _____ City _____

State: _____ Zip Code: _____ Phone: (____) _____ - _____

Email: _____

Registered Agent

I hereby appoint: _____ as my agent.

Address: _____ City _____

State: _____ Zip Code: _____ Phone: (____) _____ - _____

Email: _____

Attached Documents

- Deed
 Legal Description
 Survey
 Site Plan
 Detailed Description of Proposed Use
 Proof of Hardship (one per each variance request)
 Other (Please List)



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Application Certification

I, hereby, swear to or affirm that I am the owner of the property described herein, that all answers to the questions in this application and all information contained in the material attached to and made a part of this application, are accurate and true to the best of my knowledge and belief. I also attest by my signature that all required information for this rezoning application is completed and duly attached in the prescribed order. Furthermore, if the package is found to be lacking the above requirements, I understand that the application will be returned for correct information. I hereby acknowledge that the zoning requested is my choice and have reviewed and agreed to all conditions listed in this application, the requirements in the City of Keystone Heights Code of Ordinances, and Land Development Regulations.

Owner Signature: _____

STATE OF FLORIDA
 COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this ____ day of _____, _____,
 by _____.

Personally known _____ Or Produced Identification _____

Type of Identification Produced _____

 (Signature of Notary Public State of Florida)

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



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Proof of Hardship

Section 65 of the Land Development Regulations establishes the criteria to be applied by the Planning & Zoning Board when considering an application for a variance. The Planning & Zoning Board may approved the variance if it finds the following to be true. Please show that the variance requested meets the criteria:

If the variance is not granted, the applicant can make no reasonable use of his property or he is deprived of any rights that others in the same district are allowed;

The hardship of which the applicant complains is one suffered by only the applicant rather than by neighbors or the general public;

The hardship is relates to the applicant’s land, rather than personal circumstances (i.e. extraordinary and exceptional conditions pertaining to size, shape or topography);



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Proof of Hardship

Pg 2.

The hardship is unique, or nearly so, rather than one shared by many surrounding properties;

The hardship is not the result of the applicant's own actions;

The variance requested is the minimum variance that will make reasonable use of the land, building or structure and will neither result in the extension of a non-conforming situation in violation of Article VIII nor authorize the initiations of a non-conforming land use.
