



OSCEOLA COUNTY COMMUNITY DEVELOPMENT APPLICATION

Osceola County Board of County Commissioners
Community Development Department
1 Courthouse Square, Suite 1400
Kissimmee, Florida 34741
Phone (407) 742-0200 Fax (407) 742-0205

Application No: _____
Date Received: _____
DRC Meeting: _____
OCPC Meeting: _____
BOA Meeting: _____
BCC Meeting: _____

Submittal Type

- Administrative Waiver
- Comprehensive Plan Amendment
- Concurrency Management
- Dimensional Variance
- Conditional Use
- Easement Vacation
- Home Occupation
- Land Variance
- Land Clearing Permit
- Lot Split
- Noise Variance
- Planned Development
- Plat Vacation
- Re-aggregation
- Road R/W Vacation
- Site Development Plan
- Soil Excavation
- Preliminary Subdivision
- Final Subdivision
- Transfer of Development Rights
- Variance From LDC
- Zoning Map Amendment
- FEMA MT-1
- FEMA MT-2
- Flood Permit
- Floodzone determination/PRP
- Land Alteration
- _____

Applicant:

Name: _____
Firm: _____
Address: _____
Email: _____
Phone: _____ Fax: _____

Agent (Contact Person):

Name: _____
Firm: _____
Address: _____
Email: _____
Phone: _____ Fax: _____

Owner:

Name: _____
Firm: _____
Address: _____
Email: _____
Phone: _____ Fax: _____

Project:

Project Name: _____
Parcel ID No(s): _____
Total Acreage: _____
Site Address: _____
General Location: _____

Full Legal Description: Provide a complete legal description. Include the complete parcel number of the property as well as Plat Book and Page (if applicable) or attach a copy of the deed(s) of record for all lands within the project boundary. (Deeds of record are available from the County Clerk's office.) You may submit a digital CAD file of the boundary survey in AutoCAD or Micro station compatible format. If applicable include the street address.

Request:



OSCEOLA COUNTY

Dimensional Variance/Guest Home

Osceola County Board of County Commissioners
Community Development Department
1 Courthouse Square, Suite 1400
Kissimmee, Florida 34741
Phone (407) 742-0200

Application No: _____
Date Received: _____
Approval: _____

Submittal Checklist

- Community Development Application
- Application for Dimensional Variance/Guest Home
- Authority/Ownership Affidavit
- Proof of Ownership
- Legal Description
- Area Location Map
- Existing State of Parcel
- Site Plan or Survey of Property
- Application fees \$870.00
- Guest Home \$850.00*

Project Name: _____
Contact Name: _____ Phone: _____

Project Information:
Current Zoning District: _____ Current Future Land Designation: _____
Current Use(s): _____
Proposed Zoning District: _____
Proposed Use(s): _____
Proposed Density: _____
Proposed Intensity: _____

General Instructions: A Dimensional Variance may be granted for over fifteen percent (15%) of a Land Development Code dimensional requirement for applicants seeking relief from the performance standards of the code, such as but not limited to setbacks, lot dimensions, and building heights. This application must be completed and submitted to the Osceola County Zoning Office along with the required fee by the published deadline in order to be heard at the next regular meeting of the Board of Adjustment. All documentation and supporting evidence related to the justification for variance must be included. You may contact the Zoning office for the most recent Board of Adjustment meeting schedule at (407)742-0200.

SECTION I: (PROPERTY INFORMATION)

Site Information:
Name of Access Road: _____
Is the Road County Maintained: _____ Is the Road Paved: _____
Is the Access Road designed to Urban or Rural Standards? _____
Prior/Related Application (if applicable): _____

Certification:
I CERTIFY THAT, to the best of my knowledge and belief, all information supplied with this application is true and accurate, and that I am:

- Landowner:** A landowner or his/her agent where authorized in writing, provided however that: Where the fee owner has entered into a contract for the sale of the property, whether it be an agreement for deed, sales contract, or otherwise, then the purchaser may initiate the application when specifically authorized in the contract to do so or by another legal document authorizing same. Where there is more than one owner, then all such owners must jointly initiate the application or petition
- Trustee:** Where the property is subject to a land trust agreement, the trustee may initiate the application when the trustee has submitted evidence that he/she is authorized by the trust document to do so, either individually or with other trustees.
- Corporation/Partnership:** Where the fee owner is a corporation or partnership then the president or general partner may initiate the application and must provide proof that the corporation or partnership exists including Certificate from Secretary of State stating that the corporation is in good standing.
- Association:** Where the fee owner is an association, the association or its governing body may appoint an agent, in writing, to initiate the application on behalf of the association. Proof that the association exists must accompany the application.

Signature: _____ Date: _____
Authorized Signer

Printed Name: _____ Title: _____

Section II

CRITERIA/REQUEST DETAILS

Existing lot dimensions of said property are as follows:

- (1) Lot Width _____
- (2) Lot Depth _____
- (3) Total Lot Area (Square Footage) _____

Water: Well Central Water Sewer: Septic Tank Central Sewer

Zoning Classification: _____

Land Use Classification: _____

Required Development Standards:

Minimum Lot Area: _____
 Minimum Lot Width: _____
 Minimum Setbacks: Front _____ Rear _____ Side _____
 Minimum Conditioned Floor Area: _____
 Building Height: _____
 Minimum Number of Parking Spaces: _____

FOR SIGNAGE REQUESTS ONLY:

Maximum Height: _____
 Minimum Ground Clearance: _____
 Minimum Setbacks: Front _____ Rear _____ Side _____

Requested Development Standards:

Minimum Lot Area: _____
 Minimum Lot Width: _____
 Minimum Setbacks: Front _____ Rear _____ Side _____
 Minimum Conditioned Floor Area: _____
 Building Height: _____
 Minimum Number of Parking Spaces: _____

FOR SIGNAGE REQUESTS ONLY:

Maximum Height: _____
 Minimum Ground Clearance: _____
 Minimum Setbacks: Front _____ Rear _____ Side _____

Requested Variance Difference:

(The difference between required standards and requested standards is the amount of your waiver difference. Identify or explain this difference below).

Minimum Lot Area: _____
 Minimum Lot Width: _____
 Minimum Setbacks: Front _____ Rear _____ Side _____

FOR SIGNAGE REQUESTS ONLY:

Maximum Height: _____
 Minimum Ground Clearance: _____
 Minimum Setbacks: Front _____ Rear _____ Side _____

CRITERIA FOR A VARIANCE

Please describe any exceptional or extraordinary conditions or circumstances that are inherent to the property in question and that do not apply generally to the other nearby properties in the same zoning district.

Please explain why such exceptional or extraordinary conditions or circumstances, are not the result of actions of the applicant taken subsequent to the adoption of the Land Development Code (any action taken by an applicant pursuant to lawfully adopted regulations and permitting preceding this Code will not be considered self-created).

Please explain how such variance is the minimum that will make possible the reasonable use of the land, building or structure.

Describe what you plan to do with the property if the waiver is granted. (If the request is made in order to obtain a building permit for a structure, please describe the type of structure and dimensions.)

NOTE: No waiver shall be granted if the request is not consistent with the intent and purpose of the Osceola County Comprehensive Plan, including the balance and mix of uses, and the Land Development Code.