



APPLICATION FOR VARIANCE PUBLIC HEARING
In The Village of Estero
[LDC Sections 2-403, 2-405, 2-506]

Project Name: _____

Request: _____

PART 1
APPLICANT/AGENT INFORMATION

A. Name of Applicant: _____
Company Name: _____
Address: _____
City, State, ZIP: _____
Phone Number: _____ E-mail Address: _____

B. Relationship of Applicant to owner (check one) and provide Affidavit of Authorization form if Applicant is not the Owner:
☐ Applicant is the sole owner of the property. (Affidavit not required)
☐ Applicant has been authorized by the owner(s) to represent them for this action. (Affidavit required)
☐ Application is Village of Estero initiated. Attach Village Council authorization.

C. Authorized Agent: (If different than applicant) Name of the person who is to receive all Village of Estero-initiated correspondence regarding this application.

Company Name: _____
Address: _____
City, State, ZIP: _____
Phone Number: _____ E-mail Address: _____

PART 2
PROPERTY OWNERSHIP

A. Property owner(s): If multiple owners (corporation, partnership, trust, association), provide a list with owner interest. Attach additional sheets if necessary.

Name: _____
Address: _____
City, State, ZIP: _____
Phone Number: _____ Email Address: _____

Name: _____
Address: _____
City, State, ZIP: _____
Phone Number: _____ Email Address: _____

Name: _____
Address: _____
City, State, ZIP: _____
Phone Number: _____ Email Address: _____

B. Disclosure of Interest:

☐ Attach Disclosure of Interest Form.

C. Multiple parcels:

- ☐ Property owners list.
☐ Property owners map.

D. Certification of Title and Encumbrances

1. Title certification document, no greater than 90 days old.
2. Date property was acquired by present owner(s): _____

**PART 3
PROPERTY INFORMATION**

A. STRAP Number(s): [Attach extra sheets if additional space is needed.]

B. Street Address of Property: _____

C. Legal Description (must submit):

☐ Legal description (8½"x11") and sealed sketch of the legal description.

OR

☐ Legal description (NO metes and bounds) if the property is located within a subdivision platted per F.S. Chapter 177, and is recorded in the Official Records of Lee County under Instruments or Plat Books.

AND

Boundary Survey:

☐ A Boundary survey, tied to the state plane coordinate system.

OR

☐ Not required if the property is located within a subdivision platted per F.S. Chapter 177.

D. Surrounding property owners (within 750 feet of the perimeter of the subject parcel or portion thereof that is subject of the request): **[LDC 2-405.C.2.]**

1. ☐ List of surrounding property owners.
2. ☐ Map of surrounding property owners.
3. ☐ One set of mailing labels.

Note: When the case is found complete/sufficient, a new list and mailing labels must be submitted.

E. Current Zoning of Property: _____

☐ Provide a copy of all Zoning Resolutions and Zoning Approvals applicable to the subject property.

F. Use(s) of Property:

1. Current uses of property are: _____
2. Intended uses of property are: _____

G. Future Land Use Classification (Comprehensive Plan):

_____	_____	Acres	_____	% of Total
_____	_____	Acres	_____	% of Total
_____	_____	Acres	_____	% of Total

H. Property Dimensions:

1. Width (average if irregular parcel): _____ Feet
2. Depth (average if irregular parcel): _____ Feet
3. Total area: _____ Acres or square feet
4. Frontage on road or street: _____ Feet on _____ Street
2nd Frontage on road or street: _____ Feet on _____ Street

- I. **Public Meeting Requirements:** Provide a meeting summary document of the required public informational session. [LDC 2-401.C.4.]
- J. **Waivers from Application Submission Requirements:** Attach waivers, if any, approved by the Community Development Director.

**PART 4
ACTION REQUESTED**

- A. **Variance(s).** List the specific section number(s) of the Village of Estero Land Development Code {and their name(s)} from which the relief is sought. [Attach additional sheets if additional space is needed]:

<u>Section Number</u>	<u>Title of LDC Section or Subsection</u>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

- B. **Reason why Variance is needed** [Attach additional sheets if additional space is needed]:

- C. **Variance Criteria.** Explain how each variance request meets the criteria set forth in LDC 2-506.A.3.
1. What are the property's inherent exceptional conditions that cause the application of the regulation to create a hardship (as defined in the LDC) on the property owner?
 2. Are the exceptional conditions the result of actions of the property owner taken subsequent to the adoption of the ordinance? ☐ YES ☐ NO (If YES, explain.)
 3. Is the requested variance the minimum variance that will relieve the unreasonable burden caused by the application of the regulation to the property? ☐ YES ☐ NO (Explain.)
 4. Will granting the variance be injurious to the neighborhood or otherwise detrimental to the public welfare? ☐ YES ☐ NO (Explain.)
 5. Is the requested variance consistent with the Comprehensive Plan? ☐ YES ☐ NO (Explain.)

NOTE: See 2-506.B.3. for Flood Variance Review Standards

- D. **Site Plans:**
1. All requests for a variance must include a site plan showing:
 - a. All existing public streets, easements or other reservations of land within the site;
 - b. All existing and proposed structures on the site; and
 - c. The location of the proposed variance.
 2. All requests for a variance from a required street setbacks on a collector or arterial road must also include a site plan, drawn to scale, showing:
 - a. The location of all proposed structures, easements, rights-of-way and vehicular access onto the property, including entrance gates or gatehouses; and
 - b. The extent of modification from street setbacks requested.

**PART 5
ADDITIONAL REQUIREMENTS**

- A. **Flood Hazard:**
- ☐ Not applicable
The property is within an Area of Special Flood Hazard as indicated in the Flood Insurance Rate Maps (FIRM)s.
- ☐ The minimum elevation required for the first habitable floor is _____ NAVD (MSL)

B. Excavations/Blasting:

- ☐ No blasting will be used in the excavation of lakes or other site elements.
- ☐ If blasting is proposed, provide information regarding proposed blasting (including soil borings, a map indicating the location of the proposed blasting, and other required information).

C. Airport Zones & Lee County Port Authority (LCPA) Requirements:

- ☐ Not Applicable
- ☐ Property is located within _____ Airport Notification Zone.
- ☐ A Tall Structures Permit is required.

- D.** Any other reasonable information required by the Department which is commensurate with the intent and purpose of the Village of Estero Land Development Code.

SUBMITTAL REQUIREMENT CHECKLIST	
<i>Please provide one CD or thumb drive and three COLLATED paper sets of your submittal package. Clearly label your attachments as noted in bold below.</i>	
<input type="checkbox"/>	Completed Application for Public Hearing
<input type="checkbox"/>	Filing Fee (no copies)
<input type="checkbox"/>	Affidavit of Authorization (notarized)
<input type="checkbox"/>	Multiple Owners List (if applicable)
<input type="checkbox"/>	Disclosure of Interest Form (multiple owners)
<input type="checkbox"/>	Legal description (must submit one)
<input type="checkbox"/>	Legal description (metes and bounds) and sealed sketch of legal description
	OR
<input type="checkbox"/>	Legal description (NO metes and bounds) if the property is located within a subdivision platted per F.S. Chapter 177, and is recorded in the Official Records of Lee County under Instruments or Plat Books.
<input type="checkbox"/>	Boundary Survey (not required if platted lot)
<input type="checkbox"/>	Property Owners list (if applicable)
<input type="checkbox"/>	Property Owners map (if applicable)
<input type="checkbox"/>	Confirmation of Ownership/Title Certification
<input type="checkbox"/>	STRAP Numbers (if additional sheet is required)
<input type="checkbox"/>	List of Surrounding Property Owners (one original plus 2 copies)
<input type="checkbox"/>	Map of Surrounding Property Owners
<input type="checkbox"/>	Mailing Labels [34-202(a)(6)]
<input type="checkbox"/>	Zoning Resolutions and Approvals
<input type="checkbox"/>	Summary of Public Informational Session
<input type="checkbox"/>	Waivers from Application Submission Requirements (if applicable)
<input type="checkbox"/>	List of variances requested (if additional sheet is required)
<input type="checkbox"/>	Reason Variance is needed (if additional sheet is required)
<input type="checkbox"/>	Variance Criteria
<input type="checkbox"/>	Site Plan
	Excavations/Blasting (if applicable)
<input type="checkbox"/>	Tall Structures Permit (if applicable)