



GILCHRIST COUNTY BUILDING DEPARTMENT
209 SE 1st Street
Trenton, Florida 32693
Phone (352) 463-3173 Fax (352) 354-9113

Gilchrist County Application for Variance

Please fill out the following information as completely as possible in order to expedite the processing of your application. Attach additional sheets as necessary. Application must be submitted in person or by mail to the Gilchrist County Building Department, 209 SE First Street, Trenton, Florida, 32693. The application fee is \$425.00.

1. Property Address: _____

2. Parcel Number (18-digit number): _____

3. Total acres (or square feet) to be considered as part of this request: _____

4. Owner's Contact information:

Name: _____

Mailing Address: _____

Phone: _____

Fax: _____

5. Current zoning designation: _____

6. Number and types of structures on the property: _____

7. Variance(s) requested (site specific section within Land Development Regulations):

8. If the property owner did not complete and file this application, then the following section must be completed:

I(we), _____, owner(s) of the real property described in this application, hereby authorize, _____ to act as my (our) agent in all matters related to this application for Variance, in connection with the real property I(we) own in Gilchrist County, Florida, as described in the application documentation.

Dated this _____ day of _____, 20_____.

Owner Signature: _____

Printed Name: _____

Applicant's Signature: _____

Applicant's Printed Name: _____

Date: _____

Items to be Included with Variance Application Form:

- _____ 1 copy of the completed application form.
- _____ 1 copy of the recorded deed to the property.
- _____ 12 copies of a property boundary survey, with legal description, showing all existing structures with dimensions. All property lines must also show dimensions.
- _____ 1 copy of a written or typed statement, describing the extent of the proposed variance and how it meets the variance criteria contained in Section 12.05 of the Land Development Regulations.
- _____ \$425.00 application fee, payable by cash, or by check, made payable to *Gilchrist County*.

12.04.03 Review by County Commission.

(a) The Planning Director shall place the application on the next available agenda of the Board of County Commissioners allowing time for notice and staff review of the application.

(b) The County Commission shall hold a quasi-judicial hearing as set forth in Section 12.09 of this Article, applying the standards set forth at 12.03.03 (c) above, as well any other special standards applicable to the use. The County Commission shall approve the application, approve the application with conditions, or deny the application.

(c) Review of the County Commission decision shall be by appropriate action filed with the circuit court.

SECTION 12.05 VARIANCES

12.05.01 Generally.

(a) The Board of County Commissioners may grant a variance from the strict application of any provision of this Code, except:

(1) Where such variance is prohibited by state law; for example, use variances and variances from concurrency management or consistency with the comprehensive plan.

(2) From any provision in this code limiting development in wetlands or other environmentally sensitive lands.

(3) From floodplain regulations, except as specifically provided for in such regulations.

(b) Any person desiring to undertake a development activity not in conformance with this Code may apply for a variance in conjunction with the application for site plan review, special use permit, or other development approval. A development activity that might otherwise be approved by the Planning Director must be approved by the County Commission if a variance is sought. The variance shall be granted or denied in conjunction with the application for development review.