

LAND USE DESIGNATION:
EXISTING ZONING:
PROPOSED ZONING, IF APPLICABLE:
FOLIO NUMBER:

Town Use Only
Application No: _____
Fee Paid: \$ _____
Receipt No: _____

REZONING OR VARIANCE
REVIEW APPLICATION
TOWN OF SOUTHWEST RANCHES

Complete this form in full. Type or clearly print the required information. Signatures must be notarized. Checks must be made payable to "Town of Southwest Ranches."

Call Michele Mellgren & Associates, Inc. 954.475.3070 for an application submission appointment.

CHECK ONE:

APPLICATION FOR REZONING: _____ APPLICATION FOR VARIANCE: _____

DATE FILED:

PETITIONER:

MAILING ADDRESS:

PHONE:

E-MAIL:

RELATIONSHIP TO PROPERTY:

OWNER:

MAILING ADDRESS:

ADDRESS OF PROPERTY:

LEGAL DESCRIPTION:

ACREAGE:

NATURE OF REQUEST:

REASON FOR REQUEST (attach additional sheet if necessary) :

TOWN USE ONLY

ADVERTISEMENT DATE:

MAILING DATE:

PLANNING & ZONING BOARD:

TOWN COUNCIL:

OWNER'S NAME(S)

PETITIONER'S NAME

OWNER'S NAME(S)

OWNER'S SIGNATURE (ALL OWNERS MUST SIGN)

PETITIONER'S SIGNATURE

OWNER'S SIGNATURE (ALL OWNERS MUST SIGN)

ADDRESS

ADDRESS

CITY, STATE, ZIP

CITY, STATE, ZIP

PHONE

PHONE

The foregoing instrument was acknowledged before me this ___ day of _____, 20____, by _____ who is personally known to me or who has produced _____ as identification and who did take an oath.

The foregoing instrument was acknowledged before me this ___ day of _____, 20____, by _____ who is personally known to me or who has produced _____ as identification and who did take an oath.

NOTARY PUBLIC:

NOTARY PUBLIC:

Sign: _____

Sign: _____

Print: _____

Print: _____

My Commission Expires:

My Commission Expires:

Please note that an application for a rezoning or variance will be considered by the Town Council at a public hearing, and that Town Council may approve or deny the application at its discretion. *No fees will be refunded if the Town Council denies the rezoning or variance requested.*

SUBMISSION REQUIREMENTS

- Completed, signed and notarized application
- Application fee deposit
- One signed and sealed survey, not older than one year, showing existing property boundaries, structures, rights-of-way, easements, water bodies and the amount of acreage of the subject site
- Proof of property ownership (i.e., warranty deed, opinion of title)
- Justification for the request, addressing the applicable criteria listed below

Other documentation that *may* be required for rezonings only:

- Specific purpose survey
- Traffic analysis
- Conceptual site plan

The criteria for granting a rezoning or variance is shown below.

Rezoning Criteria (From Sec. 130-030 of the Town of Southwest Ranches Unified Land Development Code)

A zoning modification may be approved if the applicant can demonstrate by competent substantial evidence that the request is consistent with one of the following four criteria:

1. That there exists an error or ambiguity which must be corrected;
2. That there exists changed or changing conditions make the approval of the request appropriate;
3. That substantial reasons exist why the property cannot be used in accordance with the existing zoning;
4. That the request would advance a public purpose, including but not limited to, protecting, conserving, or preserving environmentally critical areas and natural resources.

Variance Criteria (From Sec. 140-040 of the Town of Southwest Ranches Unified Land Development Code)

When granting any variance from the terms of the Code, the Town Council shall determine whether the applicant has met the following criteria:

1. That special conditions and circumstances exist which are unique to the property in question, or to the intended use of the property, that do not apply generally to other properties in the same zoning district;
2. That any alleged hardship is not self-created by any person having an interest in the property and is not the result of mere disregard for, or ignorance of, the provisions of the Code, but is instead the result of one or more of the special condition(s) found above;
3. That literal interpretation of the Code would deprive the applicant of reasonable use of the property, in that the applicant would be deprived of rights commonly enjoyed by properties in the same zoning district, and would thereby cause an unnecessary and undue hardship;
4. That the variance proposed is the minimum variance that will make possible the reasonable use of the property and it will not confer on the property any special privilege that is denied to any other properties in the same zoning district;
5. That the granting of the variance will be in harmony with the general intent and purpose of the Code and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.