



Town of Loxahatchee Groves

155 F Road, Loxahatchee Groves, Florida 33470

Phone (561) 793-2418

Fax (561) 793-2420

VARIANCE APPLICATION

The application fee is \$3,100.00

Submit completed application forms to: <https://apps.gov-easy.com> and permits@loxahatcheegrovesfl.gov

Make payments at: <https://apps.gov-easy.com/Home/Main/Welcome>

Project Name	
Date Received	
Application Number	
Fee Receipt Number	

General Data

Description of Variance Request	
Town ULDC Reference	Article _____ Section _____
Variance Request Address	
General Application Number (Staff Assigned)	

Site Data

Parcel Control Number(s)	
Current FLU	
Existing Use	
Current Zoning	
Proposed Use	
Frontage	
Pat, Subdivision, Legal Lot of Record	

Adjacent Land Use Summary

Adjacent Uses	Existing Use	FLU	Zoning
North			
South			
East			
West			



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Required Attachments

- [] Attachment A – Applicant’s Notice Affidavit & Property Appraiser Information List
- [] Attachment B – Statement of Consistency with Section 150-010 of the Town Code
- [] Attachment C – Statement of Consistency with Section 150-020 of the Town Code
- [] Attachment D – Statement of Access Consistent with Section 100-035 of the Town Code



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ATTACHMENT A – Applicant’s Notice Affidavit & Property Appraiser List

STATE OF FLORIDA
COUNTY OF PALM BEACH

_____ /

BEFORE ME THIS DAY PERSONALLY APPEARED _____, WHO BEING DULY SWORN, DEPOSES AND SAYS THAT:

1. He/she is the owner, or the owner’s authorized agent, of the real property legally described in Attachment A;
2. The accompanying Property Owners List is, to the best of his/her knowledge, a complete and accurate list of all property owners, mailing addresses and property control numbers as recorded in the latest official tax rolls for all property within one thousand five hundred (1500) feet of the real property described in Attachment A, or all property within one thousand five hundred (1500) feet of all contiguous property owned whole or in part by the owner of the real property described in Attachment A, if applicable; and
3. He/she will cause the real property described in Attachment A to be posted with a notice of public hearing on a sign provided by the County in accordance with the requirements of Article 2.C.1.D.7.c of the County’s Unified Land Development Code.

FURTHER AFFIANT SAYETH NOT.

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____(Name of Person Acknowledging) who is personally known to me or who has produced _____(type of identification) as identification and who did (did not) take an oath.

(Signature of Person Taking Acknowledgement)

Applicant’s Signature

(Name of Acknowledger Typed, Printed or Stamped)

Applicant’s Name (Print)

(Title or Rank)

Street Address

(Serial Number, if any)

City, State, Zip Code

(Notary’s Seal)

(_____)_____
Telephone



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ATTACHMENT B – Statement of Consistency with Variance Authority **Section 150-010 of the Town Code**

1. Consistency with Section 150-010 (A).

The Town Council has the authority to grant a variance to certain provisions of the Land Development Regulations. Please indicate which of the following section(s) of the Town Code permit the proposed variance(s):

- Section 150-010 (A) (1) Height: _____
- Section 150-010 (A) (2) Yards: _____
- Section 150-010 (A) (3) Parking and Loading: _____
- Section 150-010 (A) (4) Landscaping and Buffers: _____
- Section 150-010 (A) (5) Separation of Uses: _____
- Section 150-010 (A) (6) Plot Coverage: _____
- Section 150-010 (A) (7) Other/Not Prohibited: _____

2. Consistency with Section 150-010 (B).

Would the proposed variance(s) allow a use which is specifically or by inference prohibited in any zoning district classification, including an increase in density, or any provisions of the Town Land Development Regulations that specifically prohibit waiver or modification?

- Yes _____
- No _____

3. Consistency with Section 150-010 (C).

Have plans been previously submitted and approved and a permit(s) issued, but additional work not shown on the approved plans been performed?

- Yes _____
- No _____

Has the property been previously subdivided and as a result an existing structure is in violation of the provisions of the Town Land Development Regulations?

- Yes _____
- No _____



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ATTACHMENT C – Statement of Consistency with Variance Considerations **Section 150-020 of the Town Code**

A variance will not be contrary to the public interest if the applicant has demonstrated by competent substantial evidence that the following criteria are met. Please provide a response to each criterion below:

1. That special conditions and circumstances exist which are unique to the property, or the intended use of the property, that do not generally apply to other properties in the same zoning district.

Response: _____

AND

2. That any alleged hardship is not self-created 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.

Response: _____

AND

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.

Response: _____

AND

4. The Variance proposed in the minimum variance that will make possible the reasonable use of the property and it will not confer on the applicant any special privilege that is denied to any other properties in the same zoning district.

Response: _____

AND

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.

Response: _____



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ATTACHMENT D **Statement of Access Consistent with Section 100-035 of the Town Code**

1. Name of public street providing direct access to the property: _____

Or

2. Access to a public street provided by (provide documentation):

(A) Private Street _____

(B) Private Ingress/Egress Easement _____