

**TOWN OF INDIAN RIVER SHORES  
ZONING VARIANCE APPLICATION**

INFORMATION FOR ALL APPLICANTS REQUESTING A VARIANCE PURSUANT TO SECTION 168.09, CODE OF ORDINANCES, INDIAN RIVER SHORES:

ZONING VARIANCE – The Planning, Zoning and Variance Board shall have the power to recommend approval or denial of applications for a variance from established code provisions that will not be contrary to the public interest where, owing to conditions unique to this site, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. The Town Council shall make the final decision.

Please attach any supporting data including survey, photos, homeowner association approval or any other item that you believe is relevant.

APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_ Variance Site Address: \_\_\_\_\_

Applicant Email: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Owner Phone: \_\_\_\_\_

***IMPORTANT NOTE: IF THE APPLICANT IS NOT THE PROPERTY OWNER, A POWER OF ATTORNEY MUST BE SUBMITTED AUTHORIZING THE APPLICANT TO ACT ON BEHALF OF THE PROPERTY OWNER.***

Describe with specificity the variance sought:

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In submitting your application, you must address the following criteria as outlined in section 168.09(2), (a-f), Code of Ordinances, Indian River Shores:

- Special conditions exist affecting the land, structure or building which prevent reasonable use.
- Unique circumstances which exist are peculiar to the property or to such a small number of properties so as to constitute a marked exception.
- A hardship exists such that literal application of the code would deprive the applicant of a substantial property right enjoyed by other property owners in the district.
- Any hardship is not self-created.
- The variance request is the minimum variance allowing for reasonable use of the property.
- The variance will not be detrimental to adjacent property owners, adversely affect the public welfare and will be consistent with the general intent of the code.

**IF THE REQUESTED VARIANCE INVOLVES ANY TYPE OF NEW CONSTRUCTION THAT HAS ANY IMPACT ON ANY/ALL EXISTING PROPERTY SETBACKS, YOU MUST COMPLETE THE "IMPACT ON ABUTTING PROPERTY" FORM BELOW.**

**IMPACT ON ABUTTING PROPERTY**

Changes in setback: Current: \_\_\_\_\_ Proposed: \_\_\_\_\_

Distance between lot lines: Current: \_\_\_\_\_ Proposed: \_\_\_\_\_

Distance between structure(s) on adjoining property: Current: \_\_\_\_\_ Proposed: \_\_\_\_\_

Additional notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***PURSUANT TO TOWN ORDINANCE 100.37, IF THE VARIANCE REQUESTED IS FOR A DOCK, WRITTEN NOTICE SHALL BE GIVEN TO IMMEDIATELY ADJOINING PROPERTY OWNERS ON EITHER SIDE OF THE PROPERTY.***

***IF FOR A DOCK, HAVE ADJOINING PROPERTY OWNERS BEEN NOTIFIED:***

*Yes* \_\_\_ *No* \_\_\_

**REQUIRED FOR SUBMISSION:**

- 10 copies of the variance application with all supporting documentation.
- For all building plans or large format paper, a USB flash drive is required.
- Power of Attorney, if *other than property owner* applying for variance.
- Homeowner Association Approval (If applicable).

Planning, Zoning & Variance meetings are held the 2<sup>nd</sup> *Tuesday* of every month. The deadline for items to be placed on the agenda is Friday morning, 2 weeks prior to the meeting date. There must be a representative in attendance. Please contact the Building Department at 772-231-4453 with any questions or concerns.

Applicant Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_  
(Please Print)

Applicant Signature: \_\_\_\_\_