



TOWN OF DAVIE USE ONLY

Petition Number: _____

Initial Fee: _____

Receipt Number: _____

Submittal Date: _____

Received By: _____

Design Variation (DV) Application

Planning and Zoning Division

Folio Number:

5		-	4		-		-		-				
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Property Address: _____

Future Land Use: _____

Zoning: _____

Subdivision Name: _____

Design Variation Request:

(Code Section)

From a required _____

To provide a _____

Petitioner Info:

Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Relationship to the property: _____

Owner Info:

Name: _____

Address: _____

Telephone: _____

Fax: _____

I hereby certify that I am the owner of the described property, I have authorized the filing of the aforesaid request, and I understand that I or my authorized agent must be present at the public hearing to present the request to the Board.

OWNER'S NAME(S) (PRINT)

PETITIONER'S NAME (PRINT)

OWNER'S SIGNATURE
(ALL OWNERS MUST SIGN)

PETITIONER'S SIGNATURE

ADDRESS

ADDRESS

CITY, STATE, ZIP CODE

CITY, STATE, ZIP CODE

TELEPHONE

TELEPHONE

The foregoing instrument was acknowledged
before me this _____ day of _____,
20____, by _____
who is personally known to me or has produced

The foregoing instrument was acknowledged
before me this _____ day of _____,
20____, by _____
who is personally known to me or has produced

as identification and who did take an oath.

as identification and who did take an oath.

NOTARY PUBLIC:

NOTARY PUBLIC:

SIGN: _____

SIGN: _____

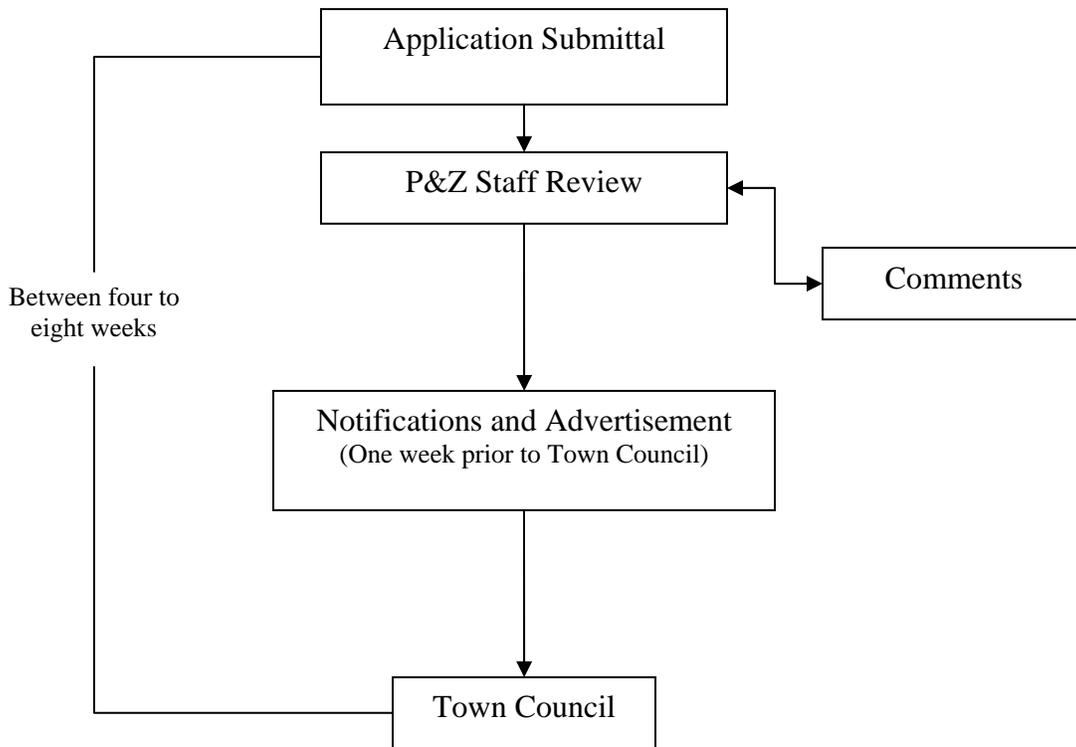
PRINT: _____

PRINT: _____

My Commission Expires:

My Commission Expires:

Design Variation Process Flow Chart



Design Variation Application Checklist

All required information must be provided at the time of submittal unless otherwise noted.

- __1. Original application form typed or neatly printed in ink, and notarized properly.
- __2. One check made payable to the Town of Davie in the amount specified on the fee schedule.
- __3. Copy of warranty deed or most recent tax bill.
- __4. A justification letter explaining reason for the request.
- __5. A justification letter criteria of Section 12-32.522 of the Land Development Code as follow:
 - (a) Whether the request is for a reasonable accommodation of design flexibility that results in overall superior development and design consistent with the intent and principles of this Division that govern the standard for which variation is requested; or,
 - (b) Whether the variation is appropriate to accommodate site conditions not anticipated in these regulations, or to reconcile conflicting requirements, provided the request is generally consistent with the intent and principles of the this Division that govern the standard for which variation is requested.
- __6. Two (2) 8 1/2" x 11" reductions of the certified and sealed surveys showing plot plan including any information that would be relevant to the design variation application, such as: location, height, fence design.
- __7. If applicable, any necessary renderings or elevations showing expected results of the design variation request.

Design Variation Process Pursuant to Sec. 12-32.523 RAC LDR's¹

It applies to a request for a variation that is expected to facilitate design interpretations and alternatives that work as well, or better, than the prescribed standard. It also helps to resolve some aspects of site development and design that have not been prescribed. The intent of the regulations may be executed with slight variation based on the specifics of the site, adjacent street and uses, and development proposal.

Application Submittal for a design variation permit shall be in the form of a petition filed with the town development services department by any qualified applicant. Qualified applicants shall be limited to the owner or agent of the owner having unified control or a recognizable interest in the property.

Application Requirements include the following:

- (1) Owner's name, address, telephone number and notarized signature;
- (2) Notarized signature of owner(s);
- (3) Petitioner's name, address, telephone number and notarized signature;
- (4) Petitioner's relationship to property;
- (5) Existing zoning
- (6) Legal description;
- (7) Copy of a certified and sealed survey dated within two (2) years, to include statement of amount of acreage or square footage involved;
- (8) Owner's authorization form; and
- (9) Any necessary renderings showing expected results of the design variation request

All applications shall be accompanied by a nonrefundable fee as set forth by the council by means of a resolution enacted by a majority of the council, at a public hearing, with proper legal advertising.

Subsequent to the submittal of the application, a sign shall be posted by the town on each perimeter street frontage of the land which is the subject of the petition not less than seven (7) days prior to the Town Council hearing. Such sign shall state the following:

- (1) Time, place and date of hearing by the Town council;
- (2) Phone number for information;

The Town clerk shall notify by U.S. mail, postage paid, all persons owning property within one thousand (1,000) feet of the exterior boundary of property for which a design variation permit is pending. The mailing of such notices shall constitute service. All notices shall be sent to the owners as set forth on the latest Broward County tax rolls. In the event the notification area includes land declared to be a condominium under F.S. Chapter 718, then notice to the condominium association shall constitute notice. The above notification requirements may be waived or modified at the discretion of the Planning and Zoning Manager.

The Town Council shall use the following criteria for design variations:

¹ Design variations associated with site plan and site plan modifications shall be considered as part of such site plan or modification applications.

(1) Whether the request is for a reasonable accommodation of design flexibility that results in overall superior development and design consistent with the intent and principles of this Division that govern the standard for which variation is requested; or,

Whether the variation is appropriate to accommodate site conditions not anticipated in these regulations, or to reconcile conflicting requirements, provided the request is generally consistent with the intent and principles of the this Division that govern the standard for which variation is requested.

The town council shall evaluate each request for design variation based upon the criteria above described, and may approve, approve with conditions, or deny such request after conducting an advertised, quasi-judicial public hearing pursuant to the requirements applicable to site plan approval.