



THE VILLAGE OF NORTH PALM BEACH  
COMMUNITY DEVELOPMENT DEPARTMENT  
420 U.S. HIGHWAY 1 • SUITE 21 • NORTH PALM BEACH, FLORIDA 33408  
PHONE 561.841.3365 • FAX 561.841.8242 • WWW.VILLAGE-NPB.ORG

## APPEALS TO THE PLANNING COMMISSION

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

Property Address: \_\_\_\_\_

PCN #: \_\_\_\_\_

Legal Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Owner Phone: ( ) \_\_\_\_\_ Owner Email: \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Applicant Phone: ( ) \_\_\_\_\_ Applicant Email: \_\_\_\_\_

Name of Architect/Engineering Firm: \_\_\_\_\_

Agent: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Agent Phone: ( ) \_\_\_\_\_ Agent Email: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Summary of Appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTE: PER VILLAGE OF NPB CODE OF ORDINANCES SECTION 6-111 (E) (3), A FILING FEE OF \$500.00 IS REQUIRED WITH THIS APPLICATION FOR VARIANCES. ALL INFORMATION SUBMITTED IN CONNECTION WITH THIS APPLICATION BECOMES A PERMANENT PART OF THE PUBLIC RECORDS OF THE VILLAGE OF NORTH PALM BEACH.

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**NOTE: Complete the following sections as applicable. Additional information may be supplied on separate sheets if the space provided is inadequate.**

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Section 1:                   **APPEAL DECISION OF COMMUNITY DEVELOPMENT DIRECTOR**  
                                  Related to the enforcement of Zoning Ordinance

Describe decision of the Community Development Director from which appeal is made:

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Provision of Zoning Ordinance in question:

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Section 2:                   **APPLICATION FOR ZONING VARIANCE**

Provision of Zoning Ordinance from which a variance is requested:

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Peculiar or unusual condition(s) which justify a variance as requested:

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Section 3: **VARIANCE CRITERIA**

(This section is applicable only to Variance requests, do not use if appealing a Community Development Director decision)

Please fully address how the following criteria are met with your variance request.

*Variances:* To authorize upon appeal such variance from the terms of the ordinance as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of the ordinance would result in unnecessary and undue hardship. In order to authorize any variance from the terms of the ordinance, the board of adjustment must find:

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zoning district;

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2. That the special conditions and circumstances do not result from the actions of the applicant;

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3. That granting the variance requested will not confer on the applicant any special privilege that is denied by the ordinance to other lands, buildings or structures in the same zoning district;

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4. That literal interpretation of the provisions of the subject ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the ordinance and would work unnecessary and undue hardship on the applicant;

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure;

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. That the grant of the variance will be in harmony with the general intent and purpose of the ordinance and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

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\_\_\_\_\_  
\_\_\_\_\_

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**FOR OFFICE USE ONLY**

Status:

Decision:

Building Permit: \_\_\_\_\_

Application or appeal granted or denied in accordance with the terms of following resolution:

Date Issued: \_\_\_\_\_

Date Application Filed: \_\_\_\_\_

Notice of Hearing: \_\_\_\_\_

Advertised on: \_\_\_\_\_

Date of Hearing: \_\_\_\_\_

Notice Mailed to: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_  
Clerk, Zoning Board of Appeals

## Required Signatures

By signing, I authorize the Village of North Palm Beach Community Development staff, Fire Department, Public Safety and Public Works Department (if applicable) to enter the property for inspection on site.

My signature on this document affirms that I understand and will comply with the provisions and regulations of the Code of Ordinances of the Village of North Palm Beach, Florida. I further certify that all the information contained in this application and all documentation submitted herewith is true to the best of my knowledge and belief. Further, I understand that the application (including attachments) becomes part of the official records of the Village of North Palm Beach and will not be returned and that review fees are non-refundable.

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<b>Signature(s) of applicant(s)</b>	<b>Print Name</b>	<b>Date</b>
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COUNTY OF \_\_\_\_\_

The foregoing was sworn to, subscribed and acknowledged before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by

\_\_\_\_\_ 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)

SEAL

\_\_\_\_\_  
(Name of officer taking acknowledgement – typed, printed or stamped)

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<b>Signature of agent(s)</b>	<b>Print Name</b>	<b>Date</b>
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COUNTY OF \_\_\_\_\_

The foregoing was sworn to, subscribed and acknowledged before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by

\_\_\_\_\_ 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)

SEAL

\_\_\_\_\_  
(Name of officer taking acknowledgement – typed, printed or stamped)

\_\_\_\_\_  
**Signature(s) of property owner(s)**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

**Note: Property owner signature REQUIRED if statement of authority and/or written consent is not attached. Statement of authority and/or written consent is required for all agents and/or applicants from the property owner.**

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STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing was sworn to, subscribed and acknowledged before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by

\_\_\_\_\_

\_\_\_\_\_ who is personally known to me or who has produced

\_\_\_\_\_  
(Type of Identification)

As identification and who [did / did not] take an oath

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(Signature of person taking acknowledgement)

SEAL

\_\_\_\_\_  
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