
SPECIAL EXCEPTION APPLICATION PLANNING AND ZONING BOARD

City of Vero Beach Planning Department
1053 20th Place - P.O. Box 1389
Vero Beach, FL 32961-1389
(772) 978-4550 / Fax (772) 778-3856 / planning@covb.org

PLEASE READ THOROUGHLY

This is to assist you in applying to the Planning and Zoning Board for a special exception. The special exception process is explained more completely in the City Code of Ordinances, Chapter 65. You may wish to consult this chapter, as well as obtain the services of an attorney, engineer, architect, real estate professional, planner or other professionals, in completing this application. The information in this packet is intended to provide a summary only.

COMPLETING THE APPLICATION

Please answer all questions fully. Submit the application, supporting information and the application fee and additional advertising costs to the City Planning Department. Please make checks payable to the City of Vero Beach. Only completed applications which include the necessary supporting information will be accepted.

A copy of the deed showing ownership must be attached to the application. Tenants, attorneys, engineers or others may act as an agent for the owner; however, the property owner's signature must be on the application and a letter of authorization from the property owner must be attached to the application.

NECESSARY SUPPORTING INFORMATION

In order to properly review your application, you must provide information supporting your rationale for requesting a special exception. The Board may grant a special exception only for the situations described in Section 65.10. You may also submit any additional information or plans that you feel would support or help more fully describe the application.

In addition, the following will also need to be addressed per Code of Ordinances Section 65.12 for the Planning and Zoning Board's consideration:

Section 65.12. Findings and conditions - In order for the Planning and Zoning Board to approve a special exception, the board shall find that such grant of a special exception will not:

- (1) Adversely affect the public interest;
- (2) Constitute any change in the districts shown on the official zoning map;
- (3) Impair adequate supply of light or air to adjacent property;

- (4) Unreasonably increase the congestion in public streets;
- (5) Increase the danger of fire or panic;
- (6) Imperil the public safety;
- (7) Unreasonably increase overcrowding of land; and
- (8) Imperil the health or general welfare of the inhabitants of the City of Vero Beach.

SITUATIONS ELIGIBLE FOR A SPECIAL EXCEPTION

The following information is taken from Section 65.10 of the City Code of Ordinances. In addition to the following information, the Board must consider general considerations and rules as described in Chapter 65. You are advised to refer to Chapter 65 in its entirety and Section 63.04, Guidelines for Parking and Loading Areas.

The authority to grant special exceptions is limited to the following situations:

- (a) To reduce the required number of off-street parking and loading requirements whenever:
 - 1. The character or use of a building is such as to render unnecessary the full provision of off-street parking or loading requirements; or
 - 2. The strict enforcement of such provision would impose an unreasonable hardship as contrasted with merely granting an advantage or convenience.
- (b) To authorize reconstruction of a nonconforming building which has been destroyed or partially destroyed by fire or act of God, where the Board finds that the continuance of the nonconforming structure is in harmony with the general welfare of the public.

SPECIAL EXCEPTION APPLICATION – P&ZB
City of Vero Beach Planning Department (772) 978-4550

Application # _____

I request a hearing regarding the terms of the Zoning Ordinances of the City of Vero Beach. This request relates to the property and zoning requirements set forth in this application.

APPLICANT _____ Telephone _____

Fax #: _____

MAILING ADDRESS _____

SITE OWNER _____ Telephone _____

Fax #: _____

OWNER ADDRESS _____

SITE LOCATION _____

PARCEL I.D. NUMBER _____

FULL LEGAL DESCRIPTION OF THE PROPERTY [as described in the deed]:

ZONING DISTRICT _____

SPECIAL EXCEPTION REQUESTED _____

CITY CODE SECTION(S) INVOLVED _____

IS THIS REQUEST THE MINIMUM SPECIAL EXCEPTION POSSIBLE? Yes / No

I give permission to the members of the Planning and Zoning Board and staff to inspect the property for the purpose of this application. I declare that all statements made herein are true, based upon the best available information, and I understand that willful false statements and the like are misdemeanors of the second degree under Section 837.06, Florida Statutes. Such willful false statements may jeopardize the validity of my application or any decision issued thereon. I have fully read the application outlining the Board procedures and application requirements. With this application I am submitting the necessary supporting materials listed in the application packet.

Applicant Signature

Date

Property Owner Signature

Date