

OKALOOSA COUNTY
DEPARTMENT OF GROWTH MANAGEMENT APPLICATION FOR
ADMINISTRATIVE ADJUSTMENT

November, 2015

Applicant name: _____

Applicant is: Property owner _____

Authorized agent* _____

*Attach verification

Applicant address: _____

Applicant telephone: _____

FAX: _____

Name of property owner if
different than applicant: _____

Address of property involved: _____

Property ID Number: _____

Land use information: FLUM category _____

Zoning district _____

Size of property: _____ acres OR _____ sq. ft.

A. Review guidelines: The Planning Official shall make a final decision regarding an administrative adjustment based upon consideration of the following guidelines.

1. Review of comments and objections received from adjacent property owners.
2. The administrative adjustment will not interfere with the rights of others or create harm or hardship for other property owners, and will not otherwise constitute a threat to the health, welfare, and safety of the general public.
3. The action involved provides a reasonable adjustment under the specific circumstances of each application.
4. The action involved is generally consistent with the spirit and intent of the Code and the Comprehensive Plan.

Certification: I do hereby certify and affirm that the information represented in this application is true and correct to the best of my knowledge. I also give my permission for county staff to enter upon the property involved at any reasonable time for purposes of inspections or other official purposes.

Applicant typed or printed name

Applicant signature

Date

Corporate officer

Corporate seal

FOR GROWTH MANAGEMENT USE ONLY

___ APPLICATION APPROVED

___ APPLICATION DENIED

BY: _____
Planning Official

DATE: _____

Required Information and Materials

The following information must be submitted along with the completed, signed, and dated application form.

1. ___ A plot plan, survey, site plan or other drawing drawn to acceptable scale and detail showing the dimensions of the property involved, adjacent roadways, easements or rights-of-way (if any), all buildings or structures on the property, and a depiction of the administrative adjustment being requested.

2. ___ The legal description of the property involved.

3. ___ Letters from all adjacent property owners indicating they have been informed about the requested action which comments or objections to same.