TOWN OF LANTANA

Preserving Lantana's small town atmosphere through responsible government and quality service.

SIGN VARIANCE APPLICATION INFORMATION

Application Fee: $450.00 for the first, each additional- $100.00

Number of Copies: Please contact the Community Planner at 561-540-5034 regarding the total number of copies of the application form and back-up documents, plans, proposed text change, support letters, survey etc.

Complete application packet: A complete application packet must include the following: the application form, any necessary surveys, site plans, drawings, elevations, etc., and the appropriate fees. Applications must be submitted to the Lantana Development Services Department located at Town Hall, **no later than twenty one (21) days prior to the first Wednesday of the month.**

Meeting Schedule: The applicant will be notified of the schedule of Town meetings and public hearings. The Plan Review Committee (PRC) meetings are held on the first Wednesday of each month at 10:00a.m. A public hearing will be held by the Town Council on either the second or fourth Monday of the month, at 7:00pm. The Town Council will render its final decision on the issue at this time. All meetings are held in the Town Council Chambers at Town Hall, 500 Greynolds Circle. All meeting and hearing dates are subject to change pending holidays and Town Council Agenda schedules.

Preliminary Review: Prior to submitting the completed application packets, a draft application packet must be reviewed by the Community Planner at Town Hall, located at 500 Greynolds Circle. Call for an appointment 561-540-5034.

Electronic Drawing Submittals: Please provide a copy of all drawings in a digital format acceptable to the Director of Development Services Department.

****Do not submit this page****

CASE #:_____ SUBMITTAL DATE: _____

TOWN OF LANTANA

500 Greynolds Circle
Lantana, FL 33462
561-540-5034

SIGN VARIANCE APPLICATION

A complete submittal must include: two (2) application forms with original signatures and twenty-seven (27) sets of drawings with applicable seals or stamps, along with copies of all plans, plats, elevations, surveys, etc. as indicated below and proof of property ownership or an agent authorization letter if the application is submitted by anyone other than the Property Owner(s). **All information must be printed or typed**.

PROPERTY OWNER(S)

Name: _____

Address: _____

_____

_____

Phone: (_____) _____

Fax: (_____) _____

Email: _____

APPLICANT / AGENT

Name: _____

Address: _____

_____

_____

Phone: (_____) _____

Fax: (_____) _____

Email: _____

TOWN OF LANTANA USE ONLY

ACCEPTED FOR REVIEW

Town Official:_____Date:___/____/_____ Fee Paid: _____

Town Action

Town Council:_____ Date:___/___/_____

Conditions of Approval**:**

_____

_____

_____

General Information about the Property

Property Name: _____

Property Address: _____

Property Control Number: _____

Existing Zoning Category: _____

Existing Use of Property: _____

Total Site Area: _____sq. ft. OR _____ Acres

Total Building Square Footage: _____

Front Footage of Property (feet): _____

A Variance is requested relative to Section #_____ of the Town of Lantana Sign Code to allow_____

_____

Where the Sign Code requires _____

_____

TOWN OF LANTANA FLORIDA

Justification Statement

Please address the following Sign Variance criteria contained in Section 16-128 of the Sign Code:

1. **Special Conditions and Circumstances.** Describe any special circumstances which are peculiar to the land on which the sign is proposed and how these conditions and/or circumstances are not applicable to other lands in the same zoning district or corridor.

2. **Not a Self-Created Condition.** Explain how the special conditions and circumstances do not result from the actions of the applicant.

3. **No Special Privilege.** Explain how the grant of this variance request will not confer upon the applicant any special privilege that is denied by this chapter to others in the same zoning district or along the same corridor.

4. **Deprivation of Rights Enjoyed by Others.** Explain how the literal interpretations of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district or corridor under the terms of this chapter and would result in any unnecessary and undue hardship on the applicant.

5. **Code's Intent.** Explain how the grant of this variance is not contrary to the intent of this chapter, will be in harmony with the purpose of this chapter and will not be injurious to the area involved or otherwise detrimental to

Applicant's Certification

(I) (We) affirm and certify that (I) (we) understand and will comply with all provisions and regulations of the Town of Lantana, Florida. (I) (We) understand that if this application is approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be part of the Town of Lantana, (if not already) and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive and Zoning Ordinance. (I) (We) further certify that all statements and diagrams submitted herewith are true and accurate to the best of (my) (our) knowledge and belief. Further, (I) (we) understand that this application and attachments become part of the Official Records of the Town of Lantana, Florida, and are not returnable.

_____ _____

Witness **Signature of Applicant**

_____ _____

Witness **Printed Name of Applicant**

_____

Date

Applicant is:

_____ Owner

_____ Optionee

_____ Lessee

_____ Agent

_____ Contract Purchaser

Address:

_____

_____

_____

Phone: (____) _____ Fax (____) _____

Email: _____

OWNERS AUTHORIZATION

(I) (We) affirm and certify that _____, the applicant, is hereby authorized to represent me in all dealings regarding this petition with the Town of Lantana.

_____ _____

Witness **Signature of Owner**

_____ _____

Witness **Printed Name of Owner**

_____

Date