



THE CITY OF DAYTONA BEACH
DEVELOPMENT & ADMINISTRATIVE SERVICES
ADMINISTRATIVE ADJUSTMENT APPLICATION
<http://www.codb.us/>

The City of Daytona Beach
 Attn: Planning Department, Dev. &
 Admin. Services, Room 240
 301 South Ridgewood Avenue
 Daytona Beach, FL 32114

City File Number
 (OFFICE USE ONLY)

An administrative adjustment is intended to allow minor variations, or adjustments, to certain dimensional or numerical standards of the LDC based on specific criteria, with the intent of allowing minor modifications where application of a standard creates practical difficulties in allowing development that otherwise advances the purposes served by the standards of the LDC and the comprehensive plan, and is compatible with surrounding development. An Administrative Adjustment is also intended to provide limited flexibility, in specific areas, to allow alternative design that is equal to or better than that afforded by strict application of certain dimensional or numerical standards. The purpose of Section 3.4.W of the LDC is to establish procedures and standards for review of applications for Administrative Adjustments.

SUMMARY OF APPLICATION REQUEST (PROJECT DESCRIPTION):

- ❖ Attach all pertinent documentation associated with the request

SITE INFORMATION: All information must be completed

Full 14 Digit Tax Parcel ID#:	
Street Address	

APPLICANT INFORMATION: All information must be completed

Property Owner (Provide Proof of Ownership)					
Company/Contact Name:				Phone :	
Street Address:				E-mail:	
City:		State:		Zip:	
Authorized Agent, if any (Provide Owner Authorization)					
Company/Contact Name:				Phone :	
Street Address:				E-mail:	
City:		State:		Zip:	

ADMINISTRATIVE ADJUSTMENT REVIEW STANDARDS

An Administrative Adjustment shall be approved only on a finding there is competent substantial evidence in the record that both the limitations in Table 3.4.W.2, Allowable Administrative Adjustments, and the following standards are met:

- The Administrative Adjustment is of a technical nature (i.e., relief from a dimensional or design standard), and is either:
 - Required to compensate for some unusual aspect of the development site or the proposed development that is not shared by landowners generally;
 - Supporting an objective from the purpose statements of the zoning district where located; or
 - Proposed to protect sensitive natural resources or save healthy existing trees.
- The requested Administrative Adjustment is consistent with the character of development in the surrounding area, and will not result in incompatible uses.
- Any adverse impacts resulting from the Administrative Adjustment will be mitigated to the maximum extent practicable.
- The Administrative Adjustment will not substantially interfere with the convenient and enjoyable use of adjacent lands, and will not pose a danger to the public health or safety.
- The Administrative Adjustment is consistent with the comprehensive plan.

Applicant Signature:		Date:	
Print Name:			

EFFECT OF APPROVAL

A development order for an Administrative Adjustment authorizes only the particular adjustment of standards authorized by the development order. It does not exempt the applicant from the responsibility to obtain all other development permits required by the LDC and any other applicable laws, and does not indicate that the development for which the Administrative Adjustment is granted should receive approval of other applications for a development permit required under the LDC unless the relevant and applicable portions of the LDC or any other applicable laws are met. Unless it expires in accordance with the expiration provision found below, or is revoked in accordance with Section 10.4.B.2, Revocation of Development Order, a recorded development order approving an Administrative Adjustment, including any condition of approval, shall run with the land, shall be binding on the landowners and their successors and assigns, and shall not be affected by a change in ownership.

EXPIRATION

A development order approving an Administrative Adjustment shall automatically expire if the development incorporating the authorized adjustment is not commenced within one year after the date of the development order, or an extension of this time period that is authorized in accordance with the LDC and Section 3.3.1.3.b, Extension of Expiration Time Period.