



# ***City of North Miami Beach, Florida***

## **COMMUNITY DEVELOPMENT DEPARTMENT**

### **APPLICATION FOR ADMINISTRATIVE WAIVER**

#### **ADMINISTRATIVE WAIVER PROJECT APPLICATION:**

**Check One:**    Single-Family       Duplex       Multi-Family       Business

**Street Address of the Property:** \_\_\_\_\_

**Property Folio Number (s)** \_\_\_\_\_

#### **Minimum Requirements Checklist.**

##### **Review Criteria**

1. The administrative waiver application of the code requirements must show undue and unnecessary hardship to the property owner.
2. Shall be aesthetically harmonious with that of other existing or proposed structures or buildings on the property.
3. The site plan or survey shall clearly illustrate water runoff solutions for the encroaching construction area;
4. The property owner shall certify in writing that any and all easement areas as shown on the recorded plat or signed and sealed survey remain unencumbered by the encroaching construction, unless a release of interest by the easement holders is obtained and submitted prior to building permit.
5. The applicant provides written certification from a registered architect or engineer that the existing condition for which the administrative waiver is sought complies with, all applicable codes, including but not limited to the Florida Building Code, and the applicable Fire Prevention Code;
6. Any reduction in the spacing requirement between a principal building and an accessory building or structure on the same lot shall not result in a situation that causes maintenance difficulty or an unsightly appearance;
7. The proposed accessory building or structure is a normal and customary accessory residential use;
8. The proposed administrative waiver shall be approved where the Community Development Director determines that the proposed waiver:
  - a. Will be in harmony with the general appearance and character of the subject block face or the block face across the street from the subject property or will result in a significant diminution of value of the adjacent property.
  - b. Will not be detrimental to the public welfare in that it will have substantial negative impact on public safety due to unsafe traffic movements, heightened pedestrian-vehicular conflicts, or heightened risk of fire.
  - c. Will not adversely impact adjacent residences.
  - d. Will not be inconsistent or in conflict with the express purpose and intent of the regulations being waived.

**Property Owner/Mailing Address**



# ***City of North Miami Beach, Florida***

---

## **COMMUNITY DEVELOPMENT DEPARTMENT**

### **APPLICATION FOR ADMINISTRATIVE WAIVER**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_ Folio: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Description of Project: \_\_\_\_\_

Explain why the waiver is necessary. Provide details and grounds for such waiver: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Identify specific code section to be waived: \_\_\_\_\_

\_\_\_\_\_

New Development (Y/N): \_\_\_\_\_

Modification to Existing Development (Y/N): \_\_\_\_\_

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

Existing Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Sq. Ft. of structure (existing): \_\_\_\_\_

Sq. Ft. of structure (proposed): \_\_\_\_\_