



CITY OF AVON PARK

Highlands County, Florida

ZONING CERTIFICATE APPLICATION (MINOR STRUCTURES)

R# _____

City Website: www.avonpark.city

The Zoning regulations are used for controlling land use, height, setbacks, and similar concerns with occupying land. A zoning certificate authorizes the use of property and building structures, they are typically required when a building permit is not needed for certain minor, low intensity development activity. They are also called "Certificates" as they certify the use or building structure complies with the zoning regulations contained in the Avon Park Land Development Code.

APPLICANT'S INFORMATION	PROPERTY OWNER'S INFORMATION
(Agent or Contractor)	(Leave Blank if Same as Applicant)
Name: _____	Name: _____
Organization: _____	Organization: _____
Address: _____	Address: _____
City: Avon Park	City: Avon Park
State: Florida Zip Code: 33825	State: Florida Zip Code: 33825
Telephone No.: () _____	Telephone No.: () _____
Email: _____	Email: _____

I. Type of Development Activity Proposed (Check all development activities)

- Fence
 Shed (Up to 1,000 sq. ft.)
 Carport
 Roofed, Pole Barn (No sides)
 Deck
 Driveway (Under 1,000 sq. ft.)
- Culvert
 Curb Cut
 Paved Area/Patio (Under 1,000 sq. ft.)
 Other: _____

II. Property Information

Parcel Address (if assigned): _____

Parcel Identification Number: _____

III. Land Use and Utility Standards

Is the property located within a Historic District: No Yes (if yes, please see staff for HPC application)

Zoning Map Designation: _____
(Zoning code indicated for a parcel by the Highlands County Property Appraiser may not be accurate. Please contact the City of Avon Park for correct zoning.)

Lot Size (sq. ft.): _____ Lot Length: _____ Lot Width: _____

Zoning Code Yard Setbacks

Proposed Accessory Structure Setbacks:

_____ Front Yard	_____ Front Yard
(If corner lot) _____ Secondary Front	(If corner lot) _____ Secondary Front
_____ Yard	_____ Yard
_____ Side Yard	_____ Side Yard
_____ Side Yard	_____ Side Yard
_____ Rear Yard	_____ Rear Yard
_____ Between Buildings (Per Code 110-631)	_____ Between Buildings

IV. Site Plan and Property Improvement Materials - Please provide a copy of any property survey, site development plans, drawings, renderings, engineered plans, photos, and vender specification sheets for prefabricated materials. Please indicate all attached exhibits that you are submitting (check all that apply):

- Property Survey Engineered Plans Site Plan Photos Building Elevation
- Drawings Vender Spec, Sheets Other: _____

I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure there are no utility services conflicts.

I understand it is the *property owner's responsibility to determine property lines*. The City of Avon Park strongly recommends that homeowners obtain a property survey through a private surveyor prior to any planned development. Be advised, in some cases, the City will require the homeowner to obtain a property survey in order to fully process an application.

Applicant Signature

Date

Planning and Zoning Review:

- Approved
- Denied

Notes, Restrictions, and Permit Coordination:

Zoning Inspector Signature

Date: _____

Utility Systems Review:

- Approved
- Denied

Notes, Restrictions, and Permit Coordination:

Utility Inspector Signature

Date: _____

Public Works Review:

- Approved
- Denied

Notes, Restrictions, and Permit Coordination:

Inspector Signature

Date: _____

Code Enforcement:

(First Inspection)

- Approved
- Denied

Notes, Restrictions, and Permit Coordination:

Inspector Signature

Date: _____

Code Enforcement:

(Final Inspection)

- Approved
- Denied

Notes, Restrictions, and Permit Coordination:

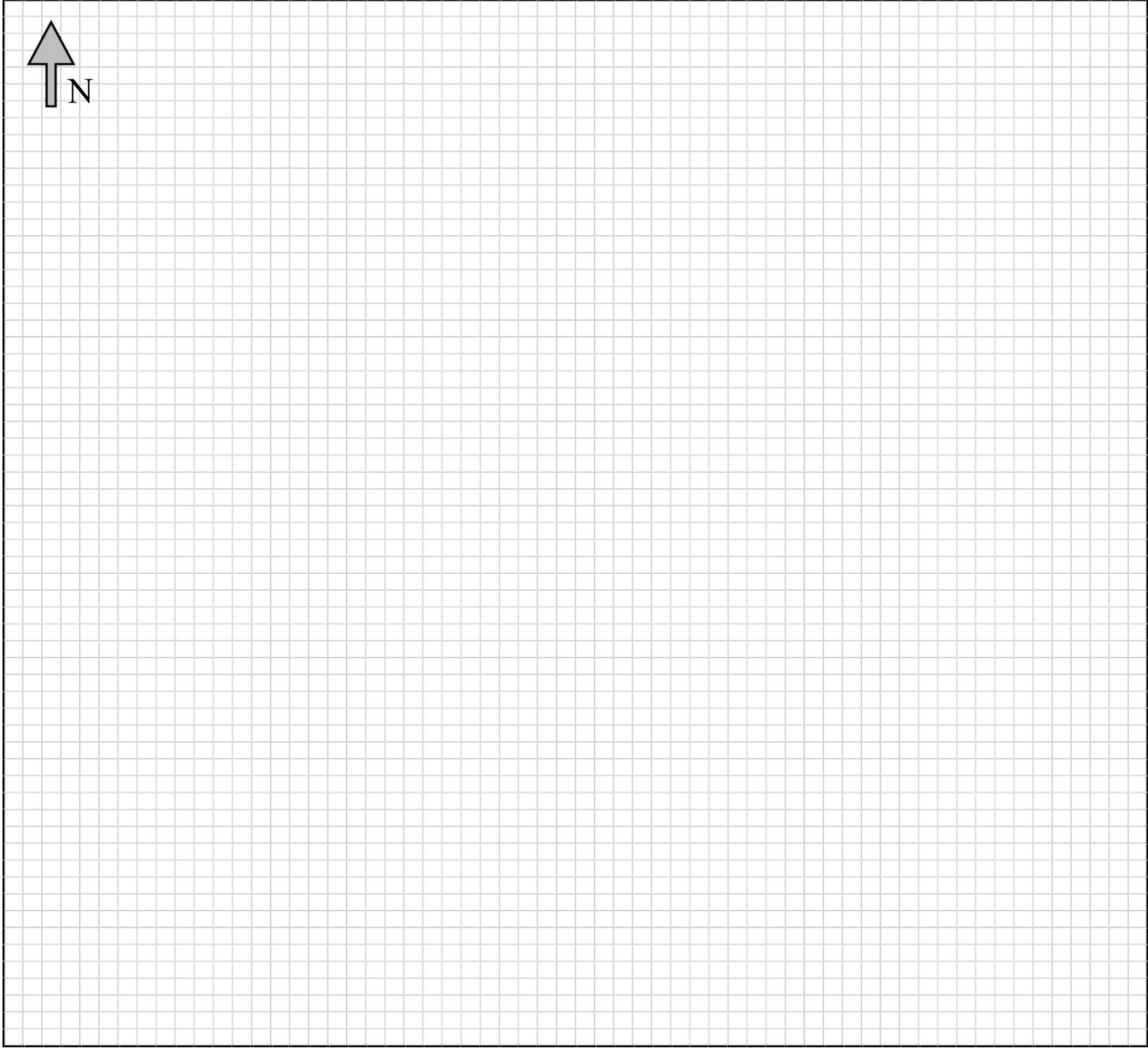
Inspector Signature

Date: _____

**PLOT PLAN FORM
HIGHLANDS COUNTY, FLORIDA**

Site Address _____

All items referenced on the reverse side must be shown on the plot plan (see sample drawing on the Plot Plan Sample page).



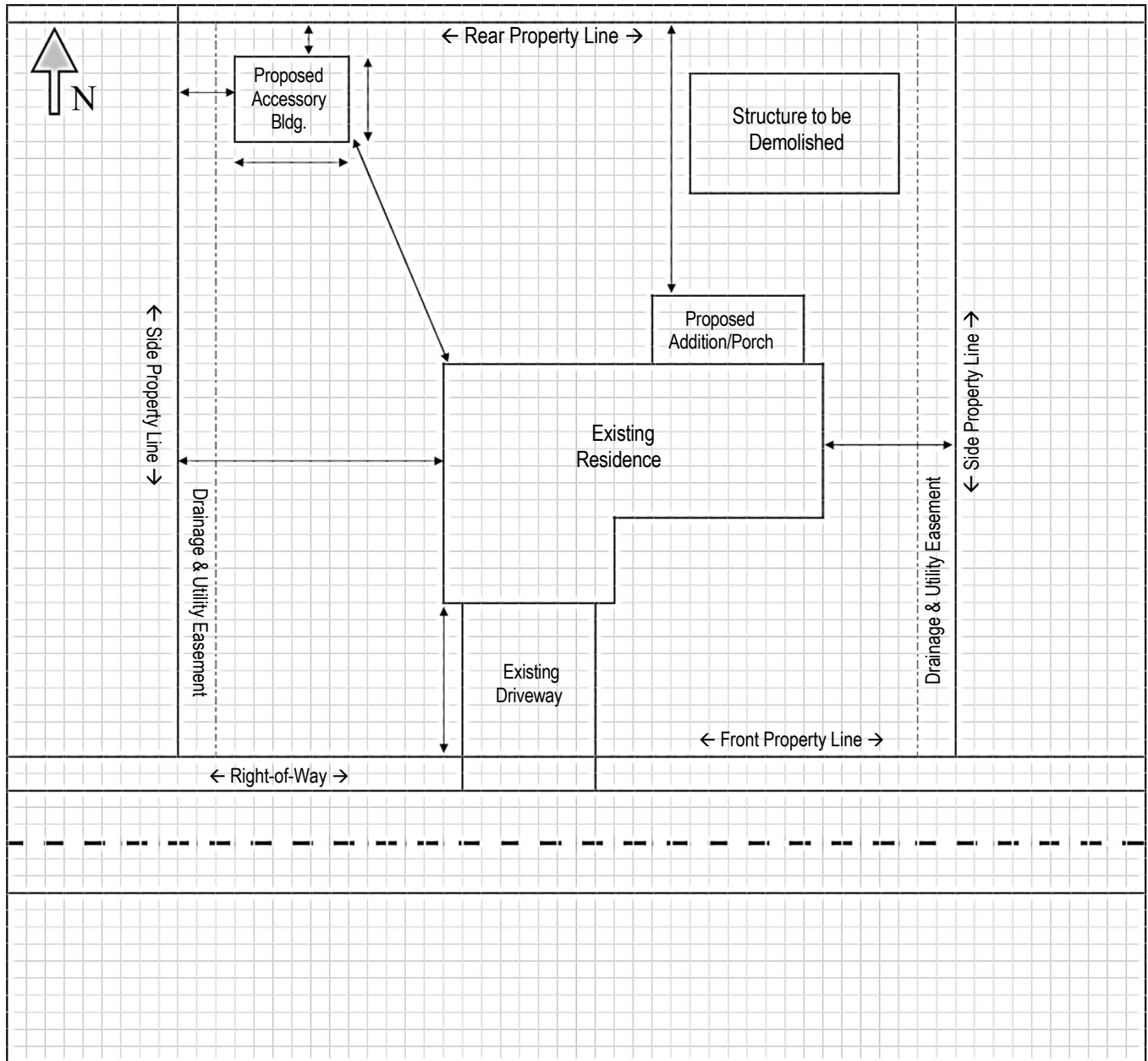
The form contains a large rectangular grid for drawing a plot plan. In the top-left corner of the grid, there is a north arrow pointing upwards, with the letter 'N' positioned to its right.

Under the penalties of perjury, I declare that the above information is correct and complete and that all easements are shown.

Applicant Signature _____

Date _____

PLOT PLAN SAMPLE:



ALL OF THESE ITEMS MUST BE SHOWN ON PLOT PLAN:

1. Draw lot, showing dimensions and all existing and proposed structures.
2. Label all existing and proposed structures.
3. Show all easements located on this lot.
4. Indicate any buildings to be removed or demolished.
5. Show dimensions of all structures.
6. Show distance between all structures.
7. Show setbacks from all structures and adjoining property lines.
8. Show existing driveway and any changes proposed to the driveway.
9. Label adjacent streets and/or property owners.