

CITY OF HOLLY HILL, FLORIDA

BOARD OF PLANNING AND APPEALS

REVISED AGENDA • FEBRUARY 3, 2025

City Commission Chamber

BOPA Regular Meeting

6:00 PM

**CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117**

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448



City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

PLANNING & APPEALS BOARD MEMBERS

Chairman
Mike Myer

Board Member
Dennis Smith

Board Member
Loretta Arthur

Board Member
Tony Cassata

Board Member
Lorraine Geiger

CITY PLANNER
Brian Walker

Building & Zoning
Leslie Montgomery

CITY CLERK
Valerie Manning

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. MINUTES

1. Minutes - October 7, 2024 and January 6, 2025

(Requested by Leslie Montgomery, Board of Planning and Appeals)

6. AGENDA ITEM(S)

7. ORDINANCES

1. Cordova Avenue (1538) Variance

(Requested by Brian Walker, Board of Planning and Appeals)

8. OLD BUSINESS

9. BOARD / STAFF COMMUNICATIONS

10. ADJOURNMENT

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk’s Office at least 72 hours in advance. (386) 248-9441



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk’s Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk’s Office no later than three (3) days prior to the proceedings.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**Board of Planning and Appeals
Agenda Item**

MEETING DATE: February 3, 2025
FROM: Leslie Montgomery
SUBJECT: Minutes - October 7, 2024 and January 6, 2025
NUMBER: (ID # 4749)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from October 7, 2024 and January 6, 2025 BOPA meetings

MOTION:

Approve both sets of minutes as submitted by staff

- BOPA MInutes - October 7, 2024 (PDF)
- BOPA Minutes - January 6, 2025 (PDF)



CITY OF HOLLY HILL, FLORIDA

BOARD OF PLANNING AND APPEALS

MINUTES • OCTOBER 7, 2024

City Commission Chamber

BOPA Regular Meeting

6:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. **CALL TO ORDER**

2. **ROLL CALL**

Attendee Name	Title	Status	Arrived
Mike Myer	Chairman	Present	
Dennis Smith	Board Member	Present	
Tony Cassata	Board Member	Present	
Loretta Arthur	Board Member	Present	
Lorraine Geiger	Board Member	Present	

3. **INVOCATION**

Mr. Myer led the invocation.

4. **PLEDGE OF ALLEGIANCE**

Mr. Myer led the Pledge of Allegiance to the Flag.

5. **MINUTES**

1. Minutes - April 1, 2024 BOPA Meeting; May 6, 2024 BOPA Meeting; July 1, 2024 BOPA Meeting

(Requested by Leslie Montgomery, Board of Planning and Appeals)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dennis Smith, Board Member
SECONDER:	Loretta Arthur, Board Member
AYES:	Myer, Smith, Cassata, Arthur, Geiger

Enacted and approved this 7th day of October, 2024, in Holly Hill



6. **AGENDA ITEM(S)**

7. **ORDINANCES**

Attachment: BOPA Minutes - October 7, 2024 (47:49 : Minutes)

1. An Ordinance of the City of Holly Hill, Florida, Amending the Land Development Regulations, by Amending the Official Zoning Map to Designate the Property Described in Exhibit a from Cc-1 (Commercial Corridor District) to Business Planned Unit Development (Bpud) (Business Planned Unit Development); Providing for Conflicting Ordinances; Providing for Severability; and Providing an Effective Date.

(Requested by Brian Walker, Board of Planning and Appeals)

Mr. Walker presented the agenda item as follows:

Background

The Applicant is requesting a rezone in order to develop a 40 foot tall, indoor, climate-controlled storage facility having a footprint of 33,262 square feet. The applicant has submitted renderings, as well as a preliminary plan and landscape plan. The overall project area consists of 12 parcels, two of which are developed with a building and parking area. The existing building will be demolished. The parcels will be combined into one parcel prior to site development.

Site Information

Size of Property: The property consists of approximately 1.544 acres.

Survey & Legal Description: (Exhibit A)

Parcel Identification Numbers: Per Property Appraiser. (Exhibits B1 and B2)

General Location: See Location Map (Exhibit C)

Frontage: The property has approximately 420 feet of frontage along Mason Ave and 1st Street, and 167 feet along Daytona Avenue.

Access: Vehicular access will be from Mason Avenue and 1st Street.

Aerial Photography: (Exhibit D)

Existing Development: Most of the property is vacant, however there is a 4,479 square foot building with parking area on the east end of the property.

Future Land Use Designation: The current FLU designation is Commercial. (Exhibit E)

Zoning: Current Zoning is CC-1 (Commercial Corridor), and the proposed is zoning is BPUD (Business Planned Unit Development). (Exhibit F)

Floodplain Impacts: Based on floodplain map analysis the property is not flood prone. (Exhibit G)

Wetland Impacts: Based on aerial photos and County wetland map analysis, there no wetlands on the subject property.

Buffers: Buffering will be provided as shown on the Preliminary Development Plan.

Zoning and Land Uses

For zoning districts and future land uses that surround the subject parcel, see the attached

sheet
labeled “ **Land Use and Zoning Table.**”

Consistency with the Comprehensive Plan

A review of the goals, objectives and policies of the comprehensive plan was conducted to determine if the proposed rezone is consistent with the comprehensive plan. Staff finds that the requested rezone is consistent with the City’s Comprehensive Plan with particular emphasis on the following:
The uses proposed within this Business Planned Unit Development (BPUD) zoning classification are compatible with the General Commercial future land use designation as well as with existing adjacent land uses.

Policy FLU 1.1.2 - the ratio of building floor area (FAR) for the General Commercial Development future land use designation shall not exceed 1.95. The proposed development FAR is 1.48.

Objective 1.9 – The City shall promote urban infill development and redevelopment in areas where public facilities and services are available.

Policy 1.9.1 – The City shall promote and encourage infill development on previously bypassed, vacant properties and redevelopment of underutilized properties.

Objective 2.1 – Concurrency: The City shall approve development only where it demonstrates that the impacts of such development do not degrade the established level-of-service standards for public facilities and services below acceptable levels.

Appropriateness of the Requested Zoning Category

In reviewing the appropriateness of the requested BPUD zoning designation, the Board of Planning and Appeals and City Commission, must consider the 8 specific criteria listed in Sec.

82-372 of the Land Development Regulations. The applicant has reviewed the criteria and provided a narrative in the attachment labeled as Rezoning Requirements.

It is staff’s opinion that the requested rezone from CC-1 to BPUD is justified and appropriate for the area.

Staff Recommendation

Adopt the Ordinance enacting a Rezone from CC-1 (Commercial Corridor District) to BPUD

(Business Planned Unit Development), and approve the associated written development agreement and preliminary development and landscape plan, for approximately 1.544 acres

located north of Mason Avenue, east of Daytona Avenue and South of 1st Street, approximately 430 feet west of Beach Street, as legally described in **Exhibit A.**

Mr. Myer opened public participation:

Ruth Paul, Holly Hill; Dino Paspalakis, Holly Hill; Chris Mayor, Holly Hill.

Mr. Myer closed public participation.

Entertained motion to adopt ordinance.

Dennis Smith – made motion to approve
Loretta Arthur – seconded the motion
Question was called – 5/0

Adjournment- 7pm

RESULT:	RECOMMEND APPROVAL TO CITY COMMISSION [UNANIMOUS]
MOVER:	Dennis Smith, Board Member
SECONDER:	Loretta Arthur, Board Member
AYES:	Myer, Smith, Cassata, Arthur, Geiger



8. OLD BUSINESS

9. BOARD / STAFF COMMUNICATIONS

10. ADJOURNMENT

This meeting adjourned at approximately 7pm

Attachment: BOPA Minutes - October 7, 2024 (4749 : Minutes)



CITY OF HOLLY HILL, FLORIDA

BOARD OF PLANNING AND APPEALS

MINUTES • JANUARY 6, 2025

City Commission Chamber

BOPA Regular Meeting

6:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

I. CALL TO ORDER

II. ROLL CALL

Attendee Name	Title	Status	Arrived
Mike Myer	Chairman	Present	
Dennis Smith	Board Member	Present	
Tony Cassata	Board Member	Present	
Loretta Arthur	Board Member	Present	
Lorraine Geiger	Board Member	Absent	

III. ORDINANCES

1. An Ordinance of the City of Holly Hill, Florida, Approving the First Major Amendment to the Fountainhead Mixed Use Planned Unit Development (MPUD) Development Agreement; Providing for Conflicting Ordinances; Providing for Severability; and Providing an Effective Date.

(Requested by Brian Walker, Board of Planning and Appeals)

Mr. Walker briefly went over the following staff report.

INTRODUCTION:

Consider a Major Amendment and rezone to the Fountainhead Mixed Use Planned Unit Development (MPUD) located on the southwest corner of the intersection of Center Avenue and

Walker Street - lots 1 and 2 of the Fountainhead plat - and more specifically known as 1200

Synergy Way fka 1200 Center Avenue. (Cobb Cole, Applicant) (Brian Walker, City Planner).

The property is zoned Mixed Use Development with a Mixed Use III future land use and is

located within the CRA Redevelopment Area.

BACKGROUND:

On March 30th, 2017, Fountainhead Developers, LLC, (Fountainhead) and the City entered into the Development Agreement shown in **EXHIBIT A**, and recorded in the public records of Volusia County Florida, in Book: 7894 Page 2486, for the development

of certain real property as described in said Agreement. The development plan allows for a variety of uses on the site such as the applicant's corporate headquarters, medical office, fitness center, restaurant, daycare and multi-family residential units. Permitted square footages are assigned to each use. The plans also outline additional information with respect to landscaping, building styles, required parking, and location of uses.

The overall amount of commercial development permitted per the adopted 2017 Agreement, is 170,172 square feet. Since the project is to be developed in phases, the Agreement required that Phase I of the development consist at a minimum of 21,000 square feet of corporate headquarters and 7,000 square feet of academy space for a total of 28,000 square feet in Phase I. In November of 2021, Fountainhead applied for and received approval for the minor MPUD amendment shown in **(EXHIBIT B)**. That amendment made some changes with respect to building sizes, enlarged a retention pond, increased parking and showed a future plaza area.

However, there was no proposal to change the amount of square footage allocated to uses on the property. At the time of the application for the minor MPUD amendment, the applicant had completed Phase I by developing 29,410 of square feet devoted to headquarter and academy space. In July of 2022, Fountainhead purchased an additional 5.2 acres of property known as Lot 1 of the Fountainhead plat, from the City of Holly Hill.

The applicant is now applying for a Major MPUD Amendment. The purpose of this request is to change the allocation of uses on Lot 2 of the Fountainhead development. Currently the MPUD allocates 110,172 square feet of office space for use as Fountainhead's corporate headquarters and 16,000 square feet for medical office and clinic uses. The major amendment seeks to reduce the corporate headquarter use to 80,000 square feet and increase the medical office and clinic use to 30,000 square feet. This amendment will also have the overall effect of reducing the projects development by 16,172 square feet. The reason for this request is that Fountainhead is working with a company called PACE (Program of All-Inclusive Care for the Elderly) that will locate at their site and provide all inclusive health care for adult persons including a pharmacy that will serve only those persons enrolled in their medical program. The pharmacy will not serve as a retail pharmacy for the general public.

There are no drug treatment programs involved. Service to non-elderly adults would be similar to what they would receive in a nursing home or physical rehabilitation center if they chose that path. The applicant has provided the following additional information:

PACE is a comprehensive alternative for those citizens that qualify for care in a nursing home however, they choose to remain in non-institutional housing for as long as they are able...an adult day care.

PACE 's fleet of shuttles (type 12 at full build out) pick up participants and bring them to campus, typically 1-3 times per week.

The facility is a Mon-Friday 7a-7p (or less) operation with no overnights.

The projected census is up to 600 enrolled participants with a cap of 150 on site at any one time.

At full occupancy, staff is approximately 100 full time employees.

PACE coordinates the participants comprehensive care.

The facility has very large supervised social and activity areas, a warming kitchen to bring in catered meals, a hair salon, speech/occupational/physical therapy areas, counseling rooms, 2 personal hygiene rooms, quiet rooms, a participant only dispensary, as well as a full suite of offices (administrative, home health coordinators, transportation, enrollment/ marketing, accounting/finance, reporting, case management, etc.), a clinical hub of +/- 2000sf provides for basic medical exams/needs including referrals/appointments/transportation to outside services under the supervision of a M.D.

Since the healthcare provider will occupy more than the 16,000 square feet of space currently allocated for such a use, a Major Amendment is necessary to provide additional square footage. As the amount of square footage allocated for healthcare increases within the building, the amount available for corporate office space is being reduced. No changes in the permitted uses are proposed with this amendment, however there is a change in the amount of square footage allocated to two uses, and an overall reduction of 16,172 square feet in the MPUDs proposed development. However, in no case shall the minimum amount of square footage required in Phase I be reduced. The minimum amount of square footage required in Phase I is 28,000.

Consistency with the Land Development Code

The proposed MPUD Major Amendment has been evaluated for compatibility with the Land Development Regulations of Holly Hill. Since a Major Amendment is a rezone, the Board of Planning and Appeals and City Commission must evaluate it to determine if it complies with Chapter 114, Section 82-372 of the Land Development Regulations. That section provides 8 points for the Board to consider in making its decision with regard to a rezone. The attachment labeled Section 82-372 contains the 8 points as well the applicant's responses.

Staff finds that the requested MPUD Major Amendment is consistent with the City's Land Development Regulations with respect to PD development.

Consistency with the Comprehensive Plan

Per Policy FLU 1.1.5, the City is compelled to review the rezone request for consistency with the uses, density, and compatibility of the Comprehensive Plan. The amendment is consistent with the assigned Mixed Use III future land use designation and all other applicable policies of the comprehensive plan.

STAFF RECOMMENDATION:

Recommend the City Commission adopt the Ordinance enacting a Major Amendment to the Mixed Use Planned Unit Development (MPUD) specifically reallocating square footages assigned for the corporate headquarters and medical uses on Lot 2 of the

Fountainhead plat, located at 1200 Synergy Way, while all other provisions, conditions, and requirements of the adopted 2017 Agreement and approved minor amendment shall remain in full force and effect.

Mr. Myer opened public participation.

Steve Berdeguz, Holly Hill; Thanda Roux, Holly Hill; Ripon Khan, Holly Hill.

Mr. Myer closed public participation.

RESULT:	RECOMMEND APPROVAL TO CITY COMMISSION [UNANIMOUS]
MOVER:	Mike Myer, Dennis Smith
SECONDER:	Tony Cassata, Board Member
AYES:	Myer, Smith, Cassata, Arthur



IV. ADJORNMENT

This meeting at 6:49pm.

Attachment: BOPA Minutes - January 6, 2025 (4749 : Minutes)



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**Board of Planning and Appeals
Agenda Item**

MEETING DATE: February 3, 2025
FROM: Brian Walker
SUBJECT: Cordova Avenue (1538) Variance
NUMBER: (ID # 4747)
APPLICANT: Jeffrey Lowe
PLANNER: Brian Walker

INTRODUCTION

VARIANCE REQUEST: Cordova Ave. (1538) - Request a side yard setback variance from the requirements of Section 114-765 of the Land Development Regulations titled, "Schedule of Dimensional Requirements." A variance from the required side yard setback of 8 feet to 5.8 feet for a parcel in the R-2 (Single-Family) zoning district, located on the west side of Cordova Avenue, approximately 330 feet south of Flomich Street and more particularly known as 1538 Cordova Ave. (Jeffrey Lowe – Applicant).

DISCUSSION: The lot at 1538 Cordova Avenue is part of Section C of the Rio Vista plat (Attached). The plat was approved on August 14th 1925, by the Town Council of Holly Hill. At the time of platting the lot was in compliance with the Survey Law which had been passed two months earlier on June 11th, 1925.

The side set back required for a structure in the R-2 zoning district is 8 feet. The existing house was built in 1955, before the existence of the City's Land Development Regulations. While on the south side, the house meets the required setback, on the north side it encroaches 2.2 feet into the setback. The applicant has applied to construct a 28 x 12 (336 square foot) addition to the house with features that will allow them to remain in the home as they age in place. The addition proposes to line up with the existing north end of the house and therefore also encroach 2.2 feet into the north side setback. However, in order to build into the setback, the applicant will need a variance.

REQUESTED VARIANCE: The request is for a variance from Section 114-765 of the Land Development Regulations of Holly Hill. (1) a side yard setback variance from 8 feet to 5.8 feet, in order to build a 336 square foot addition to the house.

In order to grant the variance requested the commission must find that the request meets the requirements of Sec. 82-317.

VARIANCE CRITERIA - Sec. 82-317

CRITERIA No. 1:

That special conditions and circumstances exist which are peculiar to the land, structure or building involved, as distinguished from the applicant himself, and which are not applicable to other lands, structures or buildings in the same zoning district:

FINDINGS OF FACT No. 1:

The existing home was built in its current location on the lot in 1955 which was well before the existence of the City's Land Development Regulations and setback requirements. Therefore, it is staff's opinion that the special conditions are peculiar to the land and structure in this situation.

Criteria met? Yes

CRITERIA No. 2:

That the special conditions and circumstances do not result from the actions of the applicant:

FINDINGS OF FACT No. 2:

The existing home was built in its current location on the lot in 1955 which was well before the existence of the City's Land Development Regulations and setback requirements. The applicant did not create the existing legal-nonconformity.

Criteria met? Yes

CRITERIA No. 3:

That granting the variance requested will not confer on the applicant any special privilege that is denied by this subpart to other lands, buildings or structures in the same zoning district:

FINDINGS OF FACT No. 3:

This statement means that if a zoning variance is granted to an applicant, it should not give them an unfair advantage or special permission that other properties in the same zoning district do not have access to; essentially, the variance should only address unique hardships specific to the applicant's property, not create a new privilege compared to other similar properties nearby.

Granting the variance will allow the applicant's addition to encroach into the side setback. Other properties cannot do this. So, the question then becomes, what is the unique hardship upon which a variance could be granted? In this case it centers on the existing structure which is legal non-conforming and already encroaches into the side setback. So, the location of the existing building could be considered a specific hardship unique to this property. In this sense, it is staff's opinion that the request will not confer upon the applicant a special privilege denied to other lands or applicants in similar circumstances.

Criteria met? Yes

CRITERIA No. 4:

That a literal interpretation of the provisions of this subpart would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this subpart, and would work an unnecessary and undue hardship on the applicant:

FINDINGS OF FACT No. 4:

The applicant is requesting an addition to their home which will allow for a walk-in shower, and the relocation of critical areas now accessible only by stairs, to areas that can be accessed without stairs. The purpose of the addition is so that the applicant can age in place. To disallow the addition could work an unnecessary and undue hardship on the applicant.

Criteria met: Yes

CRITERIA No. 5:

That the variance granted is the minimum variance necessary to make possible the reasonable use of the land, building or structure:

FINDINGS OF FACT No. 5:

The lot does not meet the width required by the R-2 zoning district and the placement of the home on the lot does not meet current code requirements. The applicant is requesting that the addition be 28 feet in length in order to match up with the end of the existing structure which already encroaches into the side setback. While it may be possible to shorten the addition by a couple of feet and meet the setback, it is not clear whether or not this would be a reasonable approach given the existing layout.

Criteria met? TBD

CRITERIA No. 6:

That the grant of the variance will be in harmony with the general intent and purpose of this subpart and the city's comprehensive plan, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare:

FINDINGS OF FACT No. 6:

Granting the variance is in harmony with the general intent and purpose of the Comprehensive Plan and will not be injurious to the area involved or otherwise detrimental to the public welfare.

Criteria met? Yes

FINDINGS OF FACT: Staff finds that the applicant has substantially met the criteria as stated above to grant the requested variance.

COMMISSION FINDINGS: Based upon the findings of the City Commission, the Commission has available the options below with regard to the requested variance.

MOTIONS:

APPROVE:

Approve the request for a north side yard setback variance from the requirements of Section 114-765 of the Land Development Regulations titled, "Schedule of Dimensional Requirements." A variance from the required side yard setback of 8 feet to 5.8 feet for a parcel in the R-2 (Single-Family) zoning district, located on the west side of Cordova Avenue, approximately 330 feet south of Flomich Street and more particularly known as 1538 Cordova Ave.

APPROVE WITH CONDITIONS:

Approve the conditions stated, the request for a north side yard setback variance from the requirements of Section 114-765 of the Land Development Regulations titled, "Schedule of Dimensional Requirements." A variance from the required side yard setback of 8 feet to 5.8 feet for a parcel in the R-2 (Single-Family) zoning district, located on the west side of Cordova Avenue, approximately 330 feet south of Flomich Street and more particularly known as 1538 Cordova Ave.

DENY:

Deny the request for a north side yard setback variance from the requirements of Section 114-765 of the Land Development Regulations titled, "Schedule of Dimensional Requirements." A variance from the required side yard setback of 8 feet to 5.8 feet for a parcel in the R-2 (Single-Family) zoning district, located on the west side of Cordova Avenue, approximately 330 feet south of Flomich Street and more particularly known as 1538 Cordova Ave.

- Application (PDF)
- Map and Pictures (PDF)
- Plat (PDF)
- Rendering of Addition (PDF)
- Sec. 82-317 (PDF)
- Survey Back (PDF)
- Survey Front (PDF)

Variance

INVOICE (INV-00001703)
FOR CITY OF HOLLY HILL, FL

BILLING CONTACT

JEFF LOWE
LOWES ELECTRIC LLC
1538 CORDOVA AV AV
HOLLY HILL, FL 32117



INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
INV-00001703	06/04/2024	07/04/2024	Due	NONE

REFERENCE NUMBER	FEE NAME	TOTAL
VAR-2024-000060-	Variance (Residential)	\$350.00
SUBTOTAL		\$350.00

REMITTANCE INFORMATION
City of Holly Hill 1065 Ridgewood Ave Holly Hill, FL 32117

TOTAL \$350.00

Attachment: Application (4747 : Cordova Avenue (1538) Variance)

pd



1390
63-84182570

DEBBIE S. LOWE
JEFFREY LOWE
1538 CORDOVA AVENUE
HOLLY HILL, FL 32117

6/4 2024

\$ 350.00

City of Holly Hill

Three Hundred - Fifty and no/100 Dollars



PNC BANK

For Variance Request *[Signature]*

⑆ 267084199⑆ 12146137121⑆

V# _____



HOLLY HILL

FLORIDA

1065 Ridgewood Avenue, Holly Hill, FL 32117

TELEPHONE: (386) 248-9442 PERMITDESK@HOLLYHILLFL.ORG

VARIANCE

COMPLETE APPLICATION PACKET MUST BE SUBMITTED BY APPLICATION DUE DATE IN ORDER TO MEET THE DEADLINE FOR THE DESIRED MEETING

PROPERTY

PARCEL ID #:	424220050250		
ADDRESS:	1538 Cordova Ave		
TOTAL ACREAGE: RESIDENTIAL	.18	USE OF PROPERTY:	<input checked="" type="checkbox"/> RESIDENTIAL <input type="checkbox"/> NON-RESIDENTIAL
ZONING:	R2	FUTURE LAND USE:	
TYPE OF STRUCTURE:	<input type="checkbox"/> SHED <input type="checkbox"/> FENCE <input type="checkbox"/> POOL <input type="checkbox"/> SCREEN ENCLOSURE <input checked="" type="checkbox"/> ADDITION <input type="checkbox"/> SINGLE FAMILY HOME		
DESCRIPTION OF STRUCTURE:			
TYPE OF VARIANCE:	<input type="checkbox"/> FRONT YARD SETBACK	REQUIRED: _____ FT.	PROPOSED: _____ FT.
	<input checked="" type="checkbox"/> SIDE YARD SETBACK	REQUIRED: <u>8</u> FT.	PROPOSED: <u>5.8</u> FT.
	<input type="checkbox"/> SIDE STREET SETBACK	REQUIRED: _____ FT.	PROPOSED: _____ FT.
	<input type="checkbox"/> REAR YARD SETBACK	REQUIRED: _____ FT.	PROPOSED: _____ FT.
	<input type="checkbox"/> MINIMUM LOT SIZE	REQUIRED: _____ SQ. FT.	ACTUAL: _____ SQ. FT.
	<input type="checkbox"/> WIDTH AT BUILDING	REQUIRED: _____ FT.	ACTUAL: _____ FT.
	<input type="checkbox"/> HEIGHT	REQUIRED: _____ FT.	PROPOSED: _____ FT.
IS THIS REQUEST FOR A STRUCTURE THAT HAS ALREADY BEEN BUILT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
IS THE PROPERTY AVAILABLE FOR INSPECTION WITHOUT APPOINTMENT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

Attachment: Application (4747 : Cordova Avenue (1538) Variance)

OWNER

NAME:	Jeffrey Lowe	COMPANY:	
ADDRESS:	1538 Cordova Ave		
CITY:	Holly Hill	STATE:	FL ZIP: 32117
PHONE:	386 338 2498	EMAIL:	jefflowe535@yahoo.com

V# _____



HOLLY HILL FLORIDA

1065 Ridgewood Avenue, Holly Hill, FL 32117
TELEPHONE: (386) 248-9442 PERMITDESK@HOLLYHILLFL.ORG

RECEIVED
JUN 4 2024

AGENT/CONSULTANT

NAME: <i>Jeffrey Lowe</i>	COMPANY:
ADDRESS: <i>1538 Cordova Ave</i>	
CITY: <i>Holly Hill</i>	STATE: <i>FL</i> ZIP: <i>32117</i>
PHONE: <i>386-338-2498</i>	EMAIL: <i>jstllowe535@yahoo.com</i>

APPLICATION TYPE/FEE

<input checked="" type="checkbox"/> VARIANCE – RESIDENTIAL	\$350.00 PER VARIANCE
<input type="checkbox"/> VARIANCE – COMMERCIAL	\$500.00 PER VARIANCE

ATTACHMENT CHECKLIST

<input checked="" type="checkbox"/> APPLICATION
<input checked="" type="checkbox"/> APPLICATION FEE
<input type="checkbox"/> LIST OF PROPERTY OWNERS REQUIRING INDIVIDUAL NOTIFICATION. THE LIST AND NOTIFICATION LETTER WILL BE PROVIDED TO THE APPLICANT BY CITY STAFF. THE APPLICANT WILL MAIL THE NOTIFICATIONS AT THEIR EXPENSE VIA CERTIFIED MAIL RETURN RECEIPT REQUESTED.
<input checked="" type="checkbox"/> QUESTIONNAIRE
<input type="checkbox"/> OWNERSHIP DISCLOSURE FORM (ADD'L DOCUMENTATION REQUIRED IF OWNER IS A TRUST OR CORPORATION)
<input type="checkbox"/> APPLICANT AUTHORIZATION FORM, IF APPLICABLE
<input checked="" type="checkbox"/> ONE SIGNED AND SEALED SURVEY OF THE PROPERTY (NO MORE THAN 2 YEARS OLD).
<input checked="" type="checkbox"/> DETAILED CONCEPTUAL SITE PLAN (SEE ATTACHED SAMPLE SITE PLAN)
<input checked="" type="checkbox"/> LETTERS OF SUPPORT FROM ADJACENT PROPERTY OWNERS, IF ANY
<input type="checkbox"/> HOME OWNERS ASSOCIATION DRB APPROVALS, IF ANY <i>N/A</i>
<input type="checkbox"/> PHOTOGRAPHS, IF DESIRED

Attachment: Application (4747 : Cordova Avenue (1538) Variance)

V# _____



HOLLY HILL

F L O R I D A

1065 Ridgewood Avenue, Holly Hill, FL 32117

TELEPHONE: (386) 248-9442 PERMITDESK@HOLLYHILLFL.ORG

I understand that the application for variance must include all required submittals. Submission of incomplete plans may create delays.

I hereby represent that I have the lawful right and authority to file this application.

[Signature] 6/3/24
 SIGNATURE OF OWNER/AUTHORIZED APPLICANT DATE
 (PROOF OF PROPERTY OWNER'S AUTHORIZATION IS REQUIRED WITH SUBMITTAL IF SIGNED BY SOMEONE OTHER THAN THE PROPERTY OWNER)

Respond completely and fully to all six criteria listed below to demonstrate that the request meets the standards of Land Development Regulations of Holly Hill Sec. 82-317 for the granting of a variance:

1. Describe the special conditions and circumstances that exist which are peculiar to the land, structure, or building involved, and which are not applicable to other lands, structures, or buildings in the same zoning district.

We purchased this property approximately 3½ years ago. Upon receiving an updated survey to apply for permitting our proposed addition, we were told our lot was non-conforming due a side setback issue on the north property line. This condition appears to occur throughout this neighborhood.

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This home was built in 1955. The existing footprint was set at that time. We seek only to align the new portion of wall with the existing structure as it was originally plotted.

Attachment: Application (4747 : Cordova Avenue (1538) Variance)

V# _____



HOLLY HILL FLORIDA

1065 Ridgewood Avenue, Holly Hill, FL 32117

TELEPHONE: (386) 248-9442 PERMITDESK@HOLLYHILLFL.ORG

3. Explain how the granting of the variance request would not confer on the applicant, or petitioner, any special privilege that is denied by Code to other lands, buildings, or structures in the same zoning district.

The granting of this variance would allow the addition to match the existing footprint of the home.

4. Describe how the literal interpretation of the provisions of the zoning regulations would deprive the applicant, or petitioner, of rights commonly enjoyed by other properties in the same zoning district and would work an unnecessary and undue hardship on the applicant.

The purpose of the addition is to allow us to age in place. The current home has only one bathroom. We would like to add a walk-in shower & relocated the laundry equipment into the addition. My wife & I are in our sixties and navigating the stairs to the laundry area in the garage, while doable now, may not be soon.

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Without being allowed to align the new & existing structures, access to the new restroom/laundry area would be a best difficult to nearly impossible.

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6. Describe how the granting of the variance will be in harmony with the general intent and purpose of this subpart and the city's comprehensive plan, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

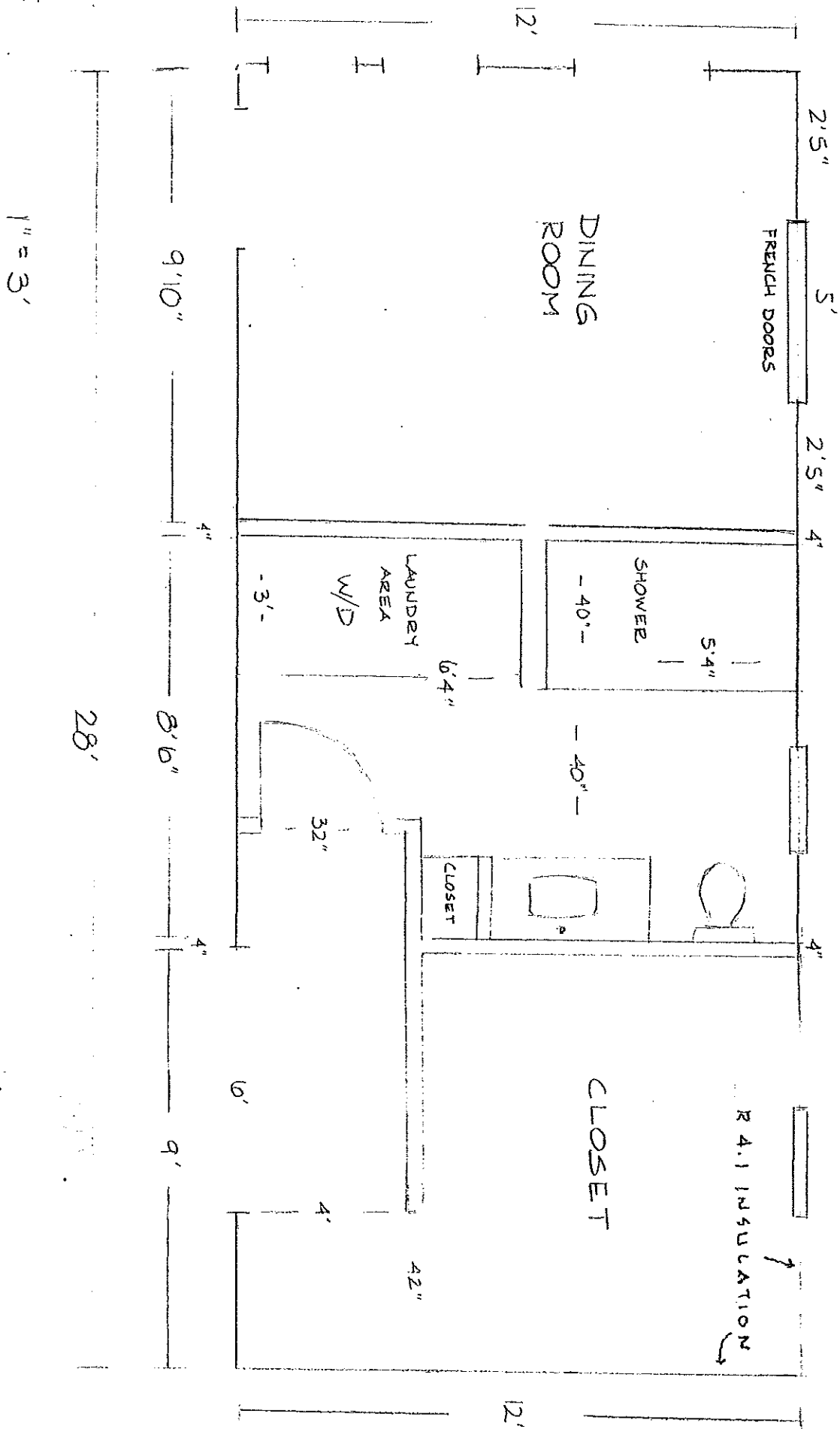
Allowing the variance would do nothing more than extend the existing sight line of the structure on the North side.

Attachment: Application (4747 : Cordova Avenue (1538) Variance)

38 Cordova Ave
Dix Hill, FL 32117

NEW ADDITION

PROVIDE FILLED CELLS ON
EITHER SIDE OF OPENINGS,
CORNERS + AT EXIST. WALL
AND MAX. 6' O.C.



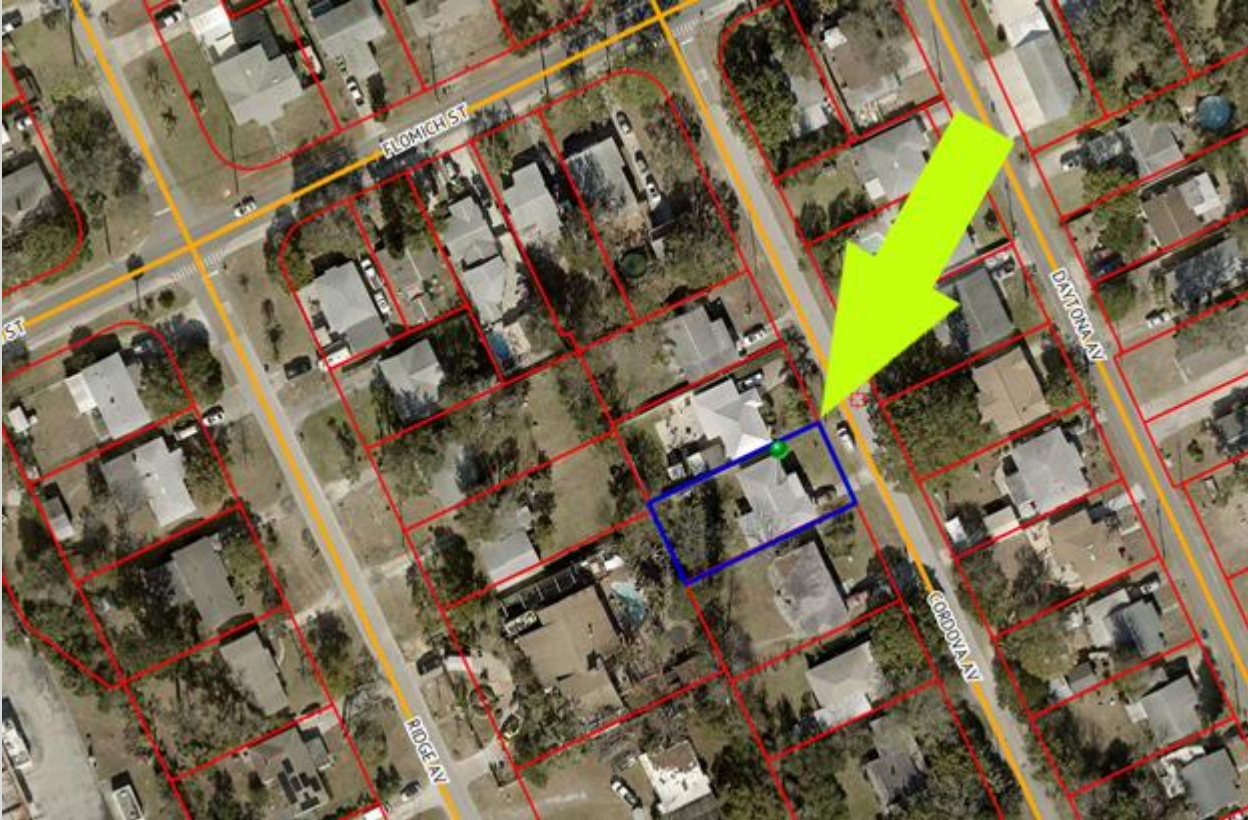
1" = 3'

Robert

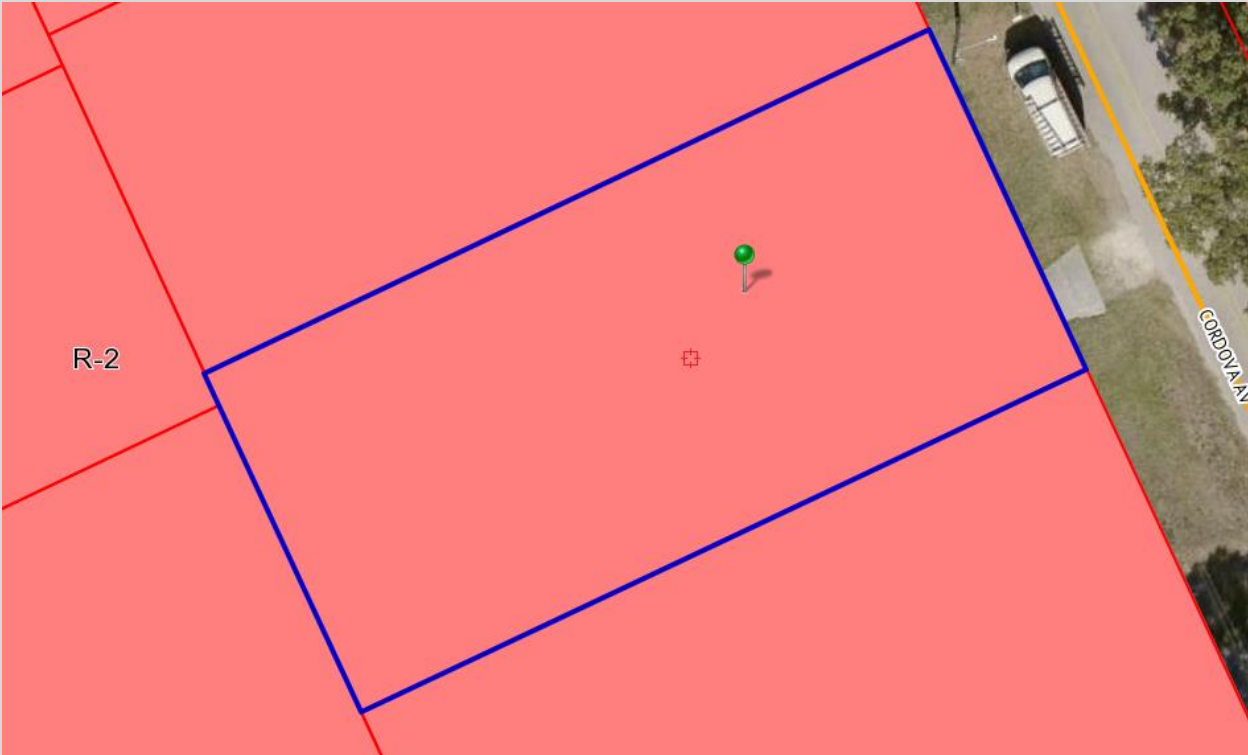


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LOCATION MAP – 1538 CORDOVA AVE.



R-2 SINGLE-FAMILY ZONING



Attachment: Map and Pictures (4747 : Cordova Avenue (1538) Variance)

FRONT OF HOUSE



REAR OF HOUSE



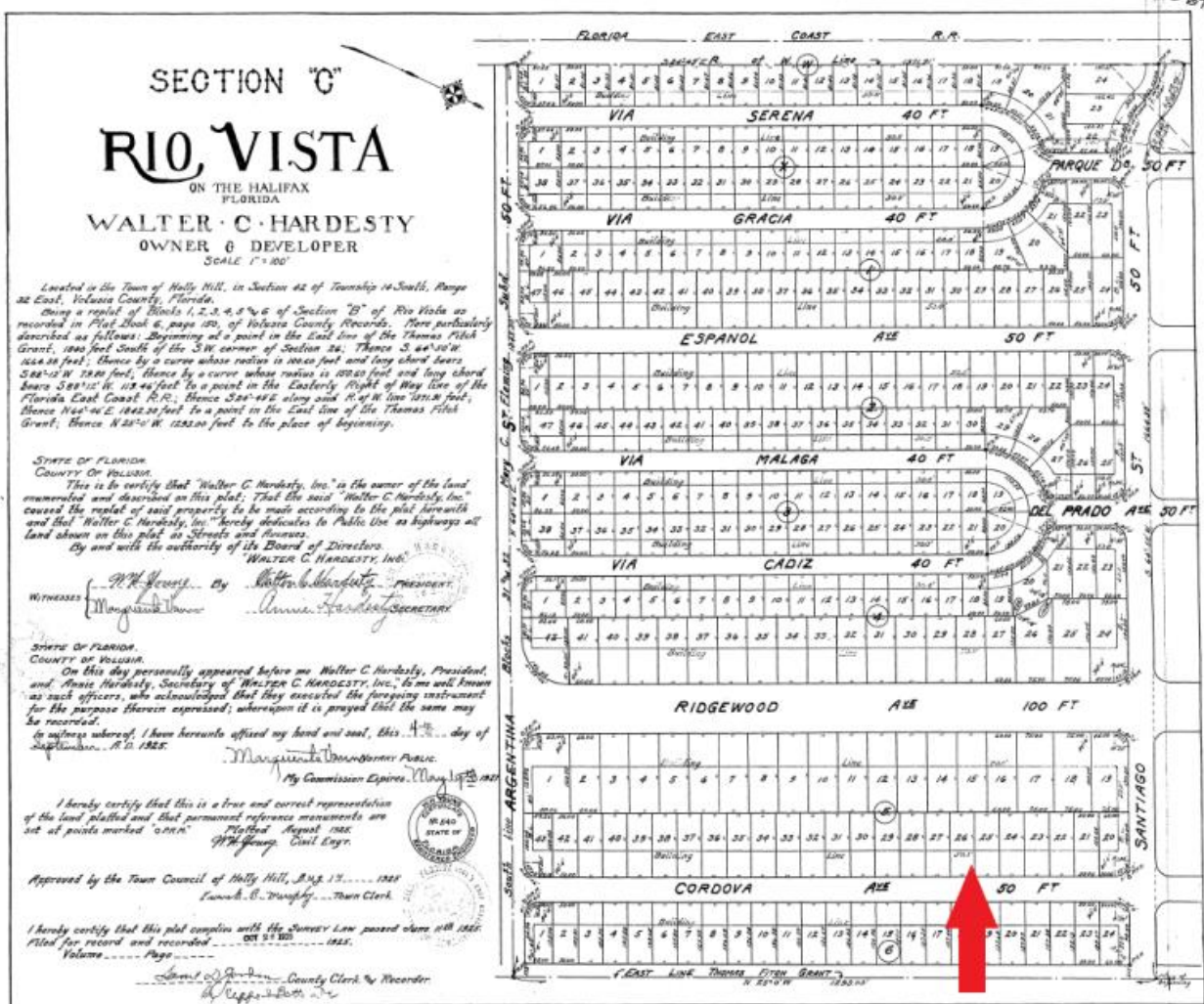
AREA OF PROPOSED ADDITION



Attachment: Map and Pictures (4747 : Cordova Avenue (1538) Variance)

Approximate location of 1538 Cordova Avenue on the Rio Vista Plat

S 35 FT OF LOT 25 & N 25 FT OF LOT 26 BLK 5 RIO VISTA MB 10
PG PER OR 3974 PG 0972 PER OR 6191 PGS 0259-0260 PER OR 7883
PG 3238 PER OR 7981 PG 2673 PER OR 8555 PG 0132



Attachment: Plat (4747 : Cordova Avenue (1538) Variance)

V# _____



HOLLY HILL FLORIDA

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TELEPHONE: (386) 248-9442 PERMITDESK@HOLLYHILLFL.ORG

I understand that the application for variance must include all required submittals. Submission of incomplete plans may create delays.

I hereby represent that I have the lawful right and authority to file this application.

[Handwritten Signature]

6/3/24

SIGNATURE OF OWNER/AUTHORIZED APPLICANT

DATE

(PROOF OF PROPERTY OWNER'S AUTHORIZATION IS REQUIRED WITH SUBMITTAL IF SIGNED BY SOMEONE OTHER THAN THE PROPERTY OWNER)

Respond completely and fully to all six criteria listed below to demonstrate that the request meets the standards of Land Development Regulations of Holly Hill Sec. 82-317 for the granting of a variance:

1. Describe the special conditions and circumstances that exist which are peculiar to the land, structure, or building involved, and which are not applicable to other lands, structures, or buildings in the same zoning district.

We purchased this property approximately 3 1/2 years ago. Upon receiving an updated survey to apply for permitting our proposed addition, we were told our lot was non-conforming due a side setback issue on the north property line. This condition appears to occur throughout this neighborhood.

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Attachment: Sec. 82-317 (4747 : Cordova Avenue (1538) Variance)

SURVEY REPORT
Sheet 2 of 2

LEGAL DESCRIPTION:


The South 35 feet of Lot 25 and the North 25 feet of Lot 26, Block 5, Section C, Rio Vista, a subdivision in Holly Hill, as recorded in Map Book 10, Page 69, Public Records of Volusia County, Florida.

GENERAL NOTES:

1. Field survey completed 02/12/24.
2. Bearing basis is Plat: S25°10'00"E along the westerly line of Cordova Avenue.
3. Underground utilities were not located except as shown.
4. No title search has been performed by or provided to Myer Land Surveying, Inc.
5. Dimensions shown are feet and decimals thereof.
6. Underground foundation not located.
7. Zoning district and setbacks per Holly Hill Land Development Code.
8. Elevations are North American Vertical Datum.

GENERAL LEGEND:

A	Arc length	N&D	Nail and disc
A/C	Air conditioning pad	NGVD	National Geodetic Vertical Datum
A/U	Aerial utilities	P	Pool pump
C	Cable TV service	PC	Point of curve
CALC	Calculation	PCC	Point of compound curve
CB	Catch basin	PCP	Permanent control point
CL	Centerline	POB	Point of beginning
CLF	Chain link fence	POC	Point of commencement
CM	Concrete monument	PP	Pinched pipe
CMP	Corrugated metal pipe	PRC	Point of reverse curve
CONC	Concrete	PT	Point of tangent
CR	Cable riser	PVC	Polyvinyl chloride
D	Delta	R	Radius
DESC	Description	R&C	Rod and cap
(E)	Electric meter	RCP	Reinforced Concrete Pipe
E(LY)	Easi(erly)	REC	Recovered
EMT	Electrical metal tubing	RLS	Registered land surveyor
FD	Found	R/W	Right of Way
FLD	Field	(S)	Utility services
G	Gas meter	S(LY)	South(erly)
FPL	Florida Power and Light	T	Telephone service
FPLS	Florida Professional	TYP	Typical
IP	Iron pipe	U	Utility pole
L	Light pole	(W)	Water meter
LB	Licensed business	W(LY)	Westerly
N(LY)	North(erly)	WF	Wooden fence


 (This Survey Report is not valid unless signed, embossed with a signatory's seal and accompanied by Map of Boundary Survey, Job No. 24133.)
MICHAEL M. MYER, PSM LS4006

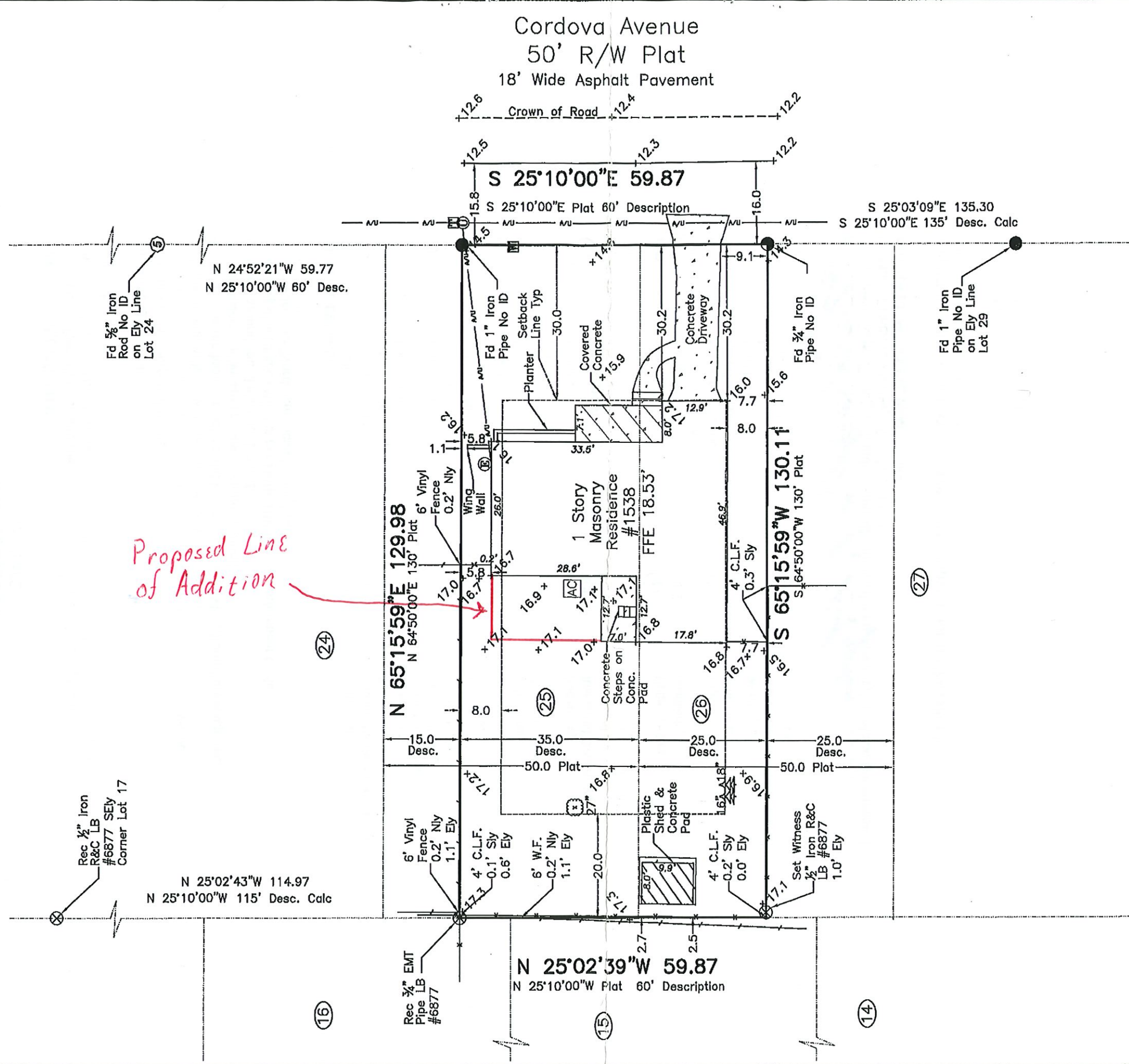
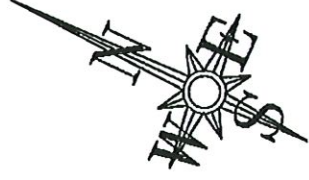
Report and map of survey are exclusively prepared for the benefit of:
 Jeffrey and Debbie Sue Lowe

Job No. 24133
 CRD #89147 FB 359, pp 5, 6

Boundary and Topographic Survey
Sheet 1 of 2



SCALE : 1" = 20'



TREE LEGEND:
 ✎ NORFOLK ISLAND PINE
 ✎ OAK

NOTE:
 Number beside tree indicates diameter at 4.5' Above Grade.

(Not valid unless accompanied by sheet 2, Survey Report)

Job Number 24133
 FB 359 @ 5-6
 Crd #89147

MYER LAND SURVEYING, INC.
 LICENSED BUSINESS #6877
 MICHAEL M. MYER #LS 4006
 PROFESSIONAL LAND SURVEYOR
 316 RIDGEWOOD AVENUE HOLLY HILL, FLORIDA 32117
 386 255-6304 Phone MyerLandSurveying@gmail.com

SCALE	DESIGNED	DRAWN	CHECKED	DATE
1" = 20'	AJS	MMM	2/21/2021	

Attachment: Survey Front (4747 : Cordova Avenue (1538) Variance)