

Date Submitted:
Date Filed:

Application Number:
Public Hearing:

Application for Waiver of Minimum Distance Requirements for Liquor License Location

City of Jacksonville, Florida
Planning and Development Department

Please type or print in ink. Instructions regarding the completion and submittal of this application are located at the end of this form. For additional information, please contact the Planning and Development Department at (904) 255-7865.

For Official Use Only		
Current Zoning District:		Current Land Use Category:
Council District:		Planning District:
Previous Zoning Applications Filed (provide application numbers):		
Applicable Section of Ordinance Code:		
Notice of Violation(s):		
Neighborhood Associations:		
Overlay:		
Number of Signs to Post:	Amount of Fee:	Zoning Asst. Initials:

PROPERTY INFORMATION	
1. Complete Property Address:	2. Real Estate Number:
3. Land Area (Acres):	4. Date Lot was Recorded:
5. Property Located Between Streets:	6. Utility Services Provider: City Water / City Sewer <input type="checkbox"/> Well / Septic <input type="checkbox"/>
7. Waiver Sought: Reduce Required Minimum Distance between liquor license location and church or school from _____ feet to _____ feet.	
8. In whose name will the Waiver be granted?	

OWNER'S INFORMATION (please attach separate sheet if more than one owner)

9. Name:	10. E-mail:
11. Address (including city, state, zip):	12. Preferred Telephone:

APPLICANT'S INFORMATION (if different from owner)

13. Name:	14. E-mail:
15. Address (including city, state, zip):	16. Preferred Telephone:

CRITERIA

Section 656.101(l), Ordinance Code, defines a waiver as "a relaxation of the Zoning Code minimum distance requirements for liquor license locations, pursuant to Section 656.805, Ordinance Code."

Section 656.133(a)1 through 5, Ordinance Code, provides that, with respect to action upon Applications for Waivers, the Planning Commission may grant a waiver for minimum distance requirements from a church or school for a liquor license location, if there exist one or more circumstances which negate the necessity for compliance with the distance requirements, included but not limited to the following:

- i. *The commercial activity associated with the alcoholic beverage use is of a lesser intensity than the commercial activity associated with the alcoholic beverage use which previously existed; e.g., there has been a reduction in the number of seats or square footage or type of license;*
- ii. *The alcoholic beverage use is designed to be an integral part of a mixed planned unit development;*
- iii. *The alcoholic beverage use is located within a shopping center with an aggregate gross leasable area of 50,000 square feet or more, inclusive of all outparcels, and meets the definition of a bona-fide restaurant as defined in Section 656.805(c);*
- iv. *The alcoholic beverage use is not directly visible along the line of measurement defined in Section 656.806 and is physically separated from the church or school, thereby negating the distance requirement as a result of the extra travel time; or*
- v. *There are other existing liquor license locations of a similar nature in the immediate vicinity of the proposed location; provided however, that no waiver shall be granted pursuant to this criterion if the proposed liquor license location is closer to the church or school than other existing locations.*

17. Given the above definition of a “waiver” and the aforementioned criteria by which the request will be reviewed against, please describe the reason that the waiver is being sought. Provide as much information as you can; you may attach a separate sheet if necessary. Please note that failure by the applicant to adequately substantiate the need for the request and to meet the criteria set forth may result in a denial.

ATTACHMENTS

The following attachments must accompany each copy of the application.

- ☐ Survey
- ☐ Site Plan – two (2) copies on 8 ½ x 11 and two (2) copies on 11 x 17 or larger
- ☐ Property Ownership Affidavit (Exhibit A)
- ☐ Agent Authorization if application is made by any person other than the property owner (Exhibit B)
- ☐ Legal Description – may be written as either lot and block, or metes and bounds (Exhibit 1)
- ☐ Proof of property ownership – may be print-out of property appraiser record card if individual owner, http://apps.coj.net/pao_propertySearch/Basic/Search.aspx, or print-out of entry from the Florida Department of State Division of Corporations if a corporate owner, <http://search.sunbiz.org/Inquiry/CorporationSearch/ByName>.

FILING FEES

*Applications filed to correct existing zoning violations are subject to a double fee.

Base Fee

Non-residential Districts: \$1,091.00

Public Notices

\$7.00 per Addressee

Advertisement

Billed directly to owner/agent

AUTHORIZATION

Please review your application. No application will be accepted until all of the requested information has been supplied and the required fee has been paid. The acceptance of an application as being complete does not guarantee its approval by the Planning Commission. The owner and/or authorized agent must be present at the public hearing.

The required public notice signs must be posted on the property within five (5) working days after the filing of this application. Sign(s) must remain posted and maintained until a final determination has been made on the application.

I hereby certify that I have read and understand the information contained in this application, that I am the owner or authorized agent for the owner with authority to make this application, and that all of the information contained in this application, including the attachments, is true and correct to the best of my knowledge.

Owner(s)

Print name:

Signature: _____

—

Applicant or Agent (if different than owner)

Print name:

Signature: _____

—

Owner(s)

Print name:

Signature: _____

—

**An agent authorization letter is required if the application is made by any person other than the property owner.*

SUBMITTAL

This application must be typed or printed in ink and submitted along with three (3) copies for a total of **four (4) applications**. Each application must include **all required attachments**.

Submit applications to:

Planning and Development Department, Zoning Section

214 North Hogan Street, 2nd Floor

Jacksonville, Florida 32202

(904) 255-8300

Property Ownership Affidavit – Limited Liability Company (LLC)

Date: _____

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Property Owner Affidavit for the following site location in Jacksonville, Florida:

Address: _____ RE#(s): _____

To Whom it May Concern:

I _____, as _____ of _____,
a Limited Liability Company organized under the laws of the state of _____, hereby certify
that said LLC is the Owner of the property described in Exhibit 1 in connection with filing application(s)
for _____ submitted to the Jacksonville Planning and Development
Department.

(signature) _____

(print name) _____

Please provide documentation illustrating that signatory is an authorized representative of the LLC. This may be shown through a printout from sunbiz.org showing that the person is either a "sole member" or a "managing member." Other persons may be authorized through a resolution, power of attorney, etc.

**STATE OF FLORIDA
COUNTY OF DUVAL**

Sworn to and subscribed and acknowledged before me by means of [] physical
presence or [] online notarization, this _____ day of _____ 20____, by
_____, as _____, of
_____, a _____ corporation, who is personally
known to me or who has produced _____ as identification and who
took an oath.

(Signature of NOTARY PUBLIC)

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: _____

Property Ownership Affidavit - Corporation

Date: _____

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Property Owner Affidavit for the following site location in Jacksonville, Florida:

Address: _____ RE#(s): _____

To Whom it May Concern:

I _____, as _____ of
_____ corporation, hereby certify that said
corporation is the Owner of the property described in Exhibit 1 in connection with filing application(s)
for _____ submitted to the Jacksonville Planning and Development Department.

(signature) _____

(print name) _____

Please provide documentation illustrating that signatory is an authorized representative of the corporation; this may be shown through corporate resolution, power of attorney, printout from sunbiz.org, etc.

**STATE OF FLORIDA
COUNTY OF DUVAL**

Sworn to and subscribed and acknowledged before me by means of [] physical presence
or [] online notarization, this _____ day of _____ 20____, by
_____, as _____, of
_____, a _____ corporation, who is personally
known to me or who has produced _____ as identification and who
took an oath.

(Signature of NOTARY PUBLIC)

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: _____

Property Ownership Affidavit - Individual

Date: _____

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Property Owner Affidavit for the following site location in Jacksonville, Florida:

Address: RE#(s):

To Whom it May Concern:

I, _____ hereby certify that _____
is the Owner of the property described in Exhibit 1 in connection with filing application(s) for
_____ submitted to the
Jacksonville Planning and Development Department.

By _____

Print Name: _____

STATE OF FLORIDA COUNTY OF DUVAL

Sworn to and subscribed and acknowledged before me by means of ☐ physical presence or
☐ online notarization, this _____ day of _____ 20____, by
_____, as _____, of
_____, a _____ corporation, who is
personally known to me or who has produced _____ as identification
and who took an oath.

—

(Signature of NOTARY PUBLIC)

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: _____

Agent Authorization – Limited Liability Company (LLC)

Date: _____

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Agent Authorization for the following site location in Jacksonville, Florida:

Address: _____ RE#(s): _____

To Whom It May Concern:

You are hereby advised that _____, as _____ of _____, hereby certify that the _____ is the Owner of the property described in Exhibit 1. Said owner hereby authorizes and empowers _____ to act as agent to file application(s) for _____ for the above referenced property and in connection with such authorization to file such applications, papers, documents, requests and other matters necessary for such requested change as submitted to the Jacksonville Planning and Development Department.

(signature) _____

(print name) _____

**STATE OF FLORIDA
COUNTY OF DUVAL**

Sworn to and subscribed and acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____ 20____, by _____, as _____, of _____, a _____ corporation, who is personally known to me or who has produced _____ as identification and who took an oath.

(Signature of NOTARY PUBLIC)

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: _____

Agent Authorization - Corporation

Date: _____

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Agent Authorization for the following site location in Jacksonville, Florida:

Address: _____ RE#(s): _____

To Whom it May Concern:

You are hereby advised that _____, as _____ of _____, a corporation organized under the laws of the state of _____, hereby authorizes and empowers _____ to act as agent to file application(s) for _____ for the above referenced property and in connection with such authorization to file such applications, papers, documents, requests and other matters necessary for such requested change as submitted to the Jacksonville Planning and Development Department.

(signature) _____

(print name) _____

STATE OF FLORIDA COUNTY OF DUVAL

Sworn to and subscribed and acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____ 20____, by _____, as _____, of _____, a _____ corporation, who is personally known to me or who has produced _____ as identification and who took an oath.

(Signature of NOTARY PUBLIC)

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: _____

Agent Authorization – Individual

Date: _____

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Agent Authorization for the following site location in Jacksonville, Florida:

Address: _____

RE#(s): _____

To Whom it May Concern:

You are hereby advised that _____, as
_____ of _____,
hereby certify that said undersigned is the Owner of the property described in Exhibit 1. Said owner
hereby authorizes and empowers _____ to act as agent to
file application(s) for _____ for the above
referenced property and in connection with such authorization to file such applications, papers,
documents, requests and other matters necessary for such requested change as submitted to the
Jacksonville Planning and Development Department.

By: _____

Print Name: _____

STATE OF FLORIDA COUNTY OF DUVAL

Sworn to and subscribed and acknowledged before me by means of ☐ physical presence or ☐ online
notarization, this _____ day of _____, 20____, by
_____, who is personally known to me or who has produced
_____ as identification and who took an oath.

(Signature of NOTARY PUBLIC)

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: _____