

## Southbay Yacht & Racquet Club Variance Procedure & Request Form

In the event of a hardship in placing a proposed dwelling on a lot, building an addition, enclosure, etc., due to existing trees, site features or building size, the Applicant may request a minor variance of the setback requirement(s).

To apply for a variance, the Applicant should:

- 1) Submit a written request for a variance to a specific setback purpose. The request must include a sealed survey and two (2) copies of the proposed Site Plan showing the exact encroachment measurements.
  
- 2) The applicant may be required to obtain letters from all adjacent neighbors stating their position on the granting of a variance into the setback. This includes side lot owners in all cases and the rear lot owners if the variance request is for the rear of the property, and frontal neighbors if the variance is for the front of the property. The BOD will use these letters as a guide, but not as a condition for making decisions regarding the application.

Submit this and documentation to: Southbay Yacht & Racquet Club  
Architectural Review Committee  
1400 Southbay Drive, Osprey, FL 34229

If the Association Board of Directors approves a Variance, it **MUST** be recorded on the property deed in the office of the Clerk of the Circuit Court, Sarasota County, Florida. A copy of the recorded variance must be supplied to the Association within 30 days of completion of the project.

**LOT #** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_

**Request Number Feet and/or Inches for:**

\_\_\_\_\_ Front Yard (25 Foot minimum)  
 \_\_\_\_\_ Rear Yard (20 Foot minimum)  
 \_\_\_\_\_ Side Yard (One Story Home 10 foot min)  
 \_\_\_\_\_ Side Yard (Two Story Home 15 foot min)  
 \_\_\_\_\_ Waterfront Yard (20 foot minimum)

**Present Setback:**

\_\_\_\_\_ Feet/Inches  
 \_\_\_\_\_ Feet/Inches  
 \_\_\_\_\_ Feet/Inches  
 \_\_\_\_\_ Feet/Inches  
 \_\_\_\_\_ Feet/Inches

Note: Corner Lot has two (2) Front Yards and two (2) Rear Yards, but no side Yard.

**Letters from neighboring properties attached:**

Lot# \_\_\_\_\_  
 \_\_\_\_\_  
 Lot# \_\_\_\_\_  
 \_\_\_\_\_  
 Lot# \_\_\_\_\_  
 \_\_\_\_\_  
 Lot# \_\_\_\_\_  
 \_\_\_\_\_

Sealed Survey attached: \_\_\_\_\_ Two (2) copies of Site Plan Attached: \_\_\_\_\_

Application submitted by \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature of Applicant)