



# City of Williston

## Application for Special Exception

Please remit to: **Planning and Zoning Department**  
 City of Williston  
 50NW Main St  
 Williston, FL 32696

For more information please call 352-528-3060.

### PART A. BASIC INFORMATION -PLEASE READ BEFORE COMPLETING

A special exception is required for any use listed under the Special Exception sections of Chapter 60- Zoning. Generally, these uses have particular impacts on the property and surrounding properties.

A special exception is not a variance. A variance changes a specific requirement of the zoning regulations, but a special exception is a conditional permit for a specific use.

Special exceptions are approved by the City Council, but are submitted through the Planning and Zoning Commission who complete a report upon the proposed use and forward their recommendation (for either approval or denial) to the City Council.

Once an application for a special exception has been submitted and the **application fee of \$720.00 for commercial uses or \$360.00 for residential uses** has been paid, the Planning and Zoning Staff will begin processing the application. An applicant should expect a hearing to be held to consider their application within four to six weeks.

The applicant will be notified of any public hearings or special meetings held in regards to their application.

If the City Council denies the application, the record will show the reasons for the denial.

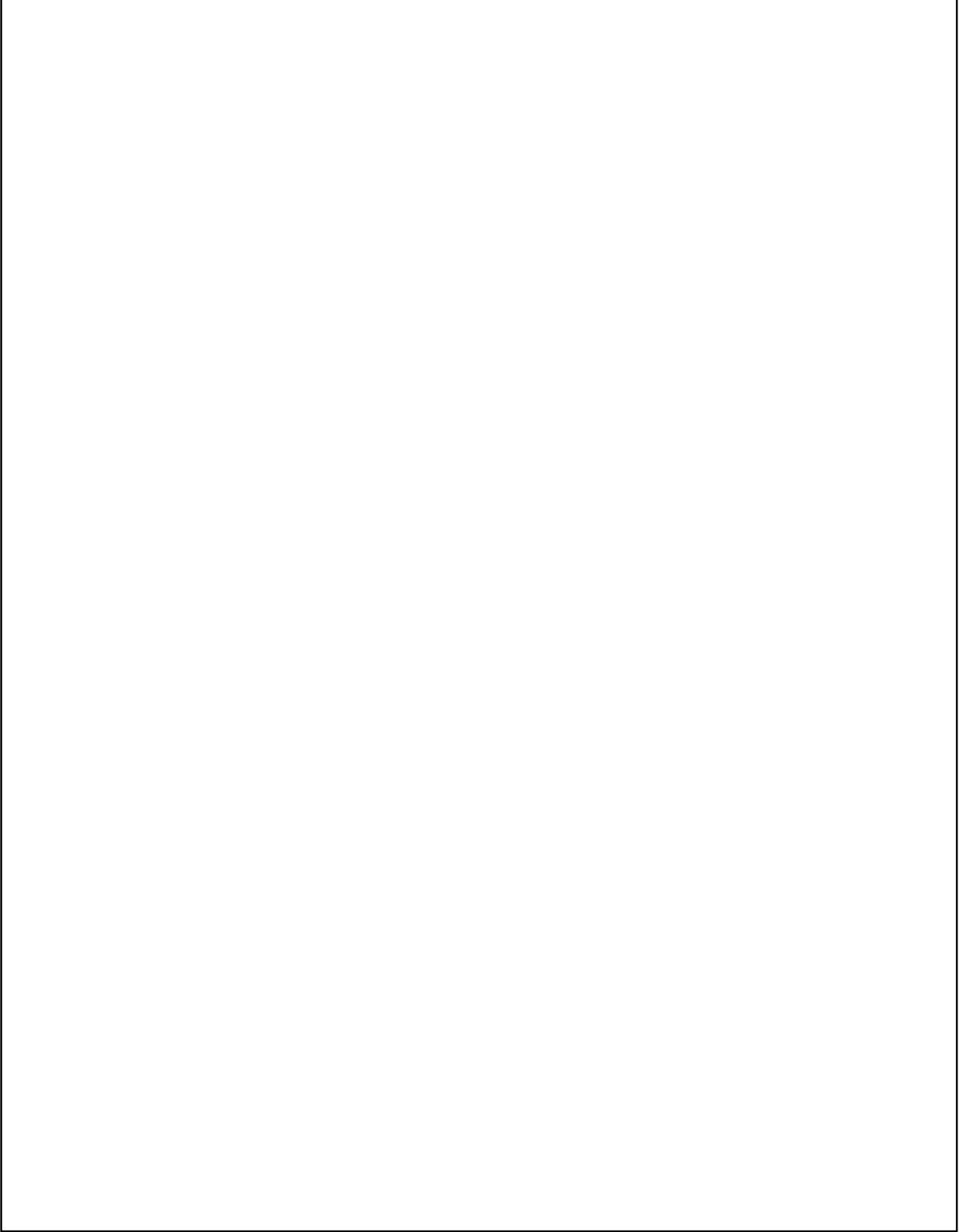
*Staff Use Only*

Application Number	SE1__- _____
Date Received	

**PART B. APPLICANT AND OWNER INFORMATION** (please complete legibly)

Date (date application is signed)	
Applicant Name	
Applicant Contact (Phone No./ Email)	
Location of property to be affected by this special exception (address)	
Levy County Parcel ID	
Legal Description of Property	
Property Owner	
Contact Information (Phone No./ Email)	
Brief description of use being requested (attach additional sheets if necessary)	
Section(s) of City of Williston Land Development Code to be considered	
By signing below, the property owner acknowledges that the information provided to the City on this application is true and correct to the best of their knowledge, that they have read PART A of this Form, and that the applicant listed above is authorized to submit any and all information required by the City for the purposes of this application for a special exception.	
Signature of Property Owner	

**PART C. PROPOSED SITE PLAN** – (Please provide a proposed site plan showing the location of use, existing structures, parking areas, restrooms, ingress/ egress to roadways, sidewalks, flow of traffic, and adjacent streets; *please call out specific area that would impacted by any approved special exception.* You may attach a separate and/or larger site plan.



**PART D. RESPONSE TO FINDING CRITERIA (Section 46-133 (2))**

<p>The Planning and Zoning Commission and City Council will consider the application based on the criteria found below. Please respond to each item as completely and thoroughly as possible. Additional sheets may be attached as needed with this application.</p>	
<p>a. <b>d(3)(a)</b> Ingress and egress to property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.</p>	
<p>b. <b>d(3)(b)</b> Off-street parking and loading areas, where required, with particular attention to the items in subsection (d)(3)a of this section and the economic, noise, glare, or odor effects of the special exception on adjoining properties and properties generally in the district</p>	
<p>c. Refuse and service areas, with particular reference to the items in subsections (d)(3)a and b of this section.</p>	

**PART D. RESPONSE TO FINDING CRITERIA CONTINUED**

d. Utilities, with reference to locations, availability, and compatibility.

e. Screening and buffering with reference to type, dimensions, and character.

f. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effects, and compatibility and harmony with properties in the district.

**PART D. RESPONSE TO FINDING CRITERIA CONTINUED**

<p>g. Required yards and other open space.</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(1) Conformity with Comprehensive Plan</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(2) The existing land use pattern</p>	

**PART D. RESPONSE TO FINDING CRITERIA CONTINUED**

<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(3) The impact of the proposed use upon the load on public facilities such as schools, utilities, and streets</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(4) Changed or changing conditions which find the proposed use to be advantageous to the community and the neighborhood</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(5) The impact of the proposed use upon living conditions in the neighborhood;</p>	

**PART D. RESPONSE TO FINDING CRITERIA CONTINUED**

<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(6) The impact of the proposed use upon traffic congestion or other public safety matters</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(7) The impact of the proposed use upon drainage;</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(8) The impact of the proposed use upon light and air to adjacent area;</p>	



**PART D. RESPONSE TO FINDING CRITERIA CONTINUED**

<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(9) The impact of the proposed use upon property values in the adjacent area;</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(10) The impact of the proposed use upon the improvement or development of adjacent property in accordance with existing regulations</p>	
<p>h. Considerations relating to general compatibility with adjacent properties and other property in the district including but not limited to:</p> <p>(11) The impact of the proposed use with regard to the scale of needs of the neighborhood or the community</p>	

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Or Email completed form to: [city.planner@ci.williston.fl.us](mailto:city.planner@ci.williston.fl.us)