Regular Council Meeting  
Tuesday, September 25, 2018  
Agenda  
7:00 PM

Statement of Decorum
Any person making a racial or slanderous remark or who becomes boisterous while addressing the Village Council, Staff, etc. shall be barred from the audience by the presiding officer. No profanity, shouting, heckling, verbal outbursts or disruptive behavior in support of or opposition to a speaker or his/her remarks is permitted. No signs or placards shall be allowed in the Village Hall. Person exiting the Village Hall shall do so quietly.

“Pursuant to Florida Statutes, Chapter 286.0105: If a person decided to appeal any decision made by the Board, Agency or Committee with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such 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.”

A. CALL TO ORDER............................ Mayor Claudia V. Cubillos, Presiding

B. SILENT MEDITATION & PLEDGE.......... Salute American Flag in Unison

C. ROLL CALL................................. Yenise Jacobi, Village Clerk

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES FOR THE FOLLOWING MEETING (S):

F. ACKNOWLEDGMENT OF VISITORS AND/OR SPECIAL PRESENTATIONS:  
F1. Swearing In of New Officer Alejandro Martinez

G. GOOD AND WELFARE
(Note: This section of the agenda is reserved in the spirit of a representative democracy “of, by, and for the people” and is specifically provided as a mechanism for the input and solutions on matters of concern of Villagers. We request that comments be limited to 3 MINUTES PER PERSON, and that speakers and the audience maintain proper decorum at-large. The speaker should keep to only issues on the agenda.)

H. AGENDA ITEM:  
H1. Amendment to the Managers Contract  
   • From 90 day to 6 months for Evaluation  
H2. Managers PTO Roll Over  
H3. Clerk Hourly Rate
H4. Status update Septic to Sewer additional funds requested by Penoni

I. RESOLUTIONS / ORDINANCES:

I1. RESOLUTION 2018-25  
FENCE EXTENSION

A RESOLUTION OF THE VILLAGE COUNCIL OF EL PORTAL, FLORIDA AUTHORIZING THE APPROVAL OF THE VARIANCE FOR A FENCE EXTENSION AS REQUESTED BY GERARDO GONZÁLEZ: PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

I2. RESOLUTION 2018-26  
GARAGE CONVERSION

A RESOLUTION OF THE VILLAGE COUNCIL OF EL PORTAL, FLORIDA AUTHORIZING THE APPROVAL OF THE VARIANCE FOR A GARAGE CONVERSION AS REQUESTED BY JOSÉ AMADOR: PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

J. MAYOR, MANAGER, COMMITTEE & ATTORNEY REPORTS:

J1. Village Mayor Report - Mayor Claudia V. Cubillos

J2. Village Manager Report – Christia Alou

J3. Committee Chair Remarks -
   a. Public Affairs
      Chairperson Harold Mathis
   b. Public Works
      Chairperson Werner Dreher
   c. Code Enforcement Committee
      Chairperson Omarr Nickerson
   d. Administration & Finance
      Chairperson Vimari Roman
   e. Public Safety
      Chairperson Claudia V. Cubillos
   f. Planning & Zoning
      Chairperson Claudia V. Cubillos

J4. Village Attorney Reports – Interim Attorney Norman Powell

K. UNFINISHED BUSINESS AND GENERAL ORDERS:

Page 2 of 3
L. NEW BUSINESS:

M. GOOD AND WELFARE
(Note: This section of the agenda is reserved in the spirit of a representative democracy “of, by, and for the people” and is specifically provided as a mechanism for the input and solutions on matters of concern of Villagers. We request that comments be limited to 3 MINUTES PER PERSON, and that speakers and the audience maintain proper decorum at-large. The speaker should keep to only issues on the agenda.)

N. ADJOURNMENT:
Mayor & Councilpersons

In accordance with the American With Disabilities Act of 1990, all persons with disabilities and who need special accommodations to participate in this meeting due to that disability should contact the Village Clerk’s Office at (305) 795-7880 no later than two (2) business days prior to such proceeding.
VILLAGE OF EL PORTAL, FLORIDA

RESOLUTION NO. 2018-25

A RESOLUTION OF THE VILLAGE COUNCIL OF EL PORTAL, FLORIDA AUTHORIZING THE APPROVAL OF THE VARIANCE FOR A FENCE EXTENSION AS REQUESTED BY GERARDO GONZÁLEZ: PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an application was submitted by Mr. Gerardo González to construct an extension to the existing privacy fence with a height of six (6) feet on the Secondary Front Setback property line extending twenty-five (25) feet for privacy for the added piece of land to their property at 2 NE 90th Street; and

WHEREAS, the proposed one-story residence project is located in Transect Zone 3 – Sub-Urban Residence of the Village of El Portal, which consists of low density residential areas; and

WHEREAS, on July 17, 2018, the Planning and Zoning Committee conducted a Public Hearing to consider the application and input from interested parties; and

WHEREAS, the Planning and Zoning consultants provided a report and presentation related the variance and outlined considerations associated with the property; and

WHEREAS, the Planning and Zoning consultants recommended denial of the variance based on findings that the proposed fence location does not comply with zoning requirements; and

WHEREAS, the Planning and Zoning Committee considered the recommendation of the Planning and Zoning consultants and upon conclusion of the Public Hearing voted to recommend the approval of the variance to the Village Council; and

WHEREAS, on September 25, 2018, a second Public Hearing was held before the Mayor and Village Council to consider the application and interested parties were allowed to comment; and

WHEREAS, the Village Council of the Village of El Portal desires to approve the requested Variance for the fence extension.
NOW THEREFORE, BE IT DULY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA THAT:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Grant.

The Village Council hereby approves the variance request of Mr. Gerardo González, owner of the property located at 2 NE 90th Street, El Portal, and grants the variance extend the existing six (6) foot wood fence along the Secondary Front Setback property line twenty-five (25) feet.

Section 3. Appeal.

The Applicant or any aggrieved property owner may appeal the decision of the Village Council by filing a Writ of Certiorari to the Circuit Court of Miami-Dade County, Florida, in accordance with the Florida Rules of Appellate Procedure.

Section 4. Effective Date.

This resolution shall take effect immediately upon adoption.
PASSED AND ADOPTED by the Village Council of the Village of El Portal Florida, this ___ day of ___________, 2018.

Claudia Cubillos, Mayor

ATTEST: ____________________________

Yenise Jacobi, Village Clerk

Approved as to form and legal sufficiency:

Interim Village Attorney

By: ________________________________

Norman C. Powell, Esq.

Vote:

Councilperson Mathis: ___(Yes)___(No)
Councilperson Dreher: ___(Yes)___(No)
Councilperson Roman: ___(Yes)___(No)
Vice Mayor Nickerson.: ___(Yes)___(No)
Mayor Cubillos: ___(Yes)___(No)

I, Yenise Jacobi, Village Clerk of the Village of El Portal, Miami-Dade County, Florida, do hereby certify that this is a true and correct copy of Resolution No.: 2018-___ adopted on April ___, 2018, as shown in the Official Records of the Village of El Portal, Miami-Dade County, Florida. Given under my hand and seal, this ______ day of ______ 2018.

Yenise Jacobi
Village Clerk
ADMINISTRATIVE VARIANCE APPLICATION

When approved, this variance must be validated through issuance of a valid Building Permit.

This application and supporting documents are submitted by:

GERARDO GONZAILEZ
(Owner of Property)

Application is made for:
Fence Extension

(Type of variance requested)

Property address and legal description
2 NE 90 ST
EL PORTAL FL 33138

OWNER AFFIDAVIT

I, GERARDO GONZAILEZ, being first duly sworn, depose and say that I am the legal owner of record of the property described and which is the subject of the proposed administrative variance, and that all statements and representations made are true and correct.

I acknowledge that I am subject to penalties of law, including the laws on perjury, and to possible revocation of this variance for any false or misleading statements in this application.

Sworn to and subscribed to before me this 12th day of April 2021.

Commission Expires June 22, 2021

DAISY HYCER
MY COMMISSION # GG117939
EXPIRES June 22, 2021

The applicant must submit the completed packets to the Village Clerk at least four (4) weeks prior to the next Planning & Zoning Committee Meeting in order to be placed the agenda. All fees and reimbursement costs must be paid before the hearing date. As per the Village Code, the residents within 375 feet of the property and the public in general must be noticed 15 days prior to the meeting date.
April 3, 2018

To: Village of El Portal / Clerk Office
500 NE 87 ST., El Portal, FL 33138

To whom it may concern:

This letter is to kindly request a variance to the planning & zoning board of Village of El Portal.
My name is Gerardo Gonzalez and I have been a resident and house owner at 2NE 90 ST, El Portal, FL 33138 for the past 14 years. I recently purchased the adjacent surplus land behind my property from Miami Dade County to combine it with my current property as an extended backyard.

I did a wood fence around my property 13 years ago that still is in great condition. My request is to extend this fence 25 feet to cover the added piece of land and have it included in my property. I did a property combine with the Miami Dade Office of the Property Appraiser to combine the two properties as one folio.

My immediate property neighbor is another surplus land owned by Florida Power & Lighting Co.

I want to clarify that my house front is not and will never be facing North Miami Avenue based on the structure of the house. As a matter of fact, my house front is facing 90th Street where I have 30 feet of setback.

I was informed that by the new code of zoning in El Portal, in order to extend my fence, I needed a setback for my extended fence. I find this will be an esthetic problem since I already have 110 feet of wood fence plus there is a huge tree right in the middle.

I kindly request to be able to have my fence with the current property line and be able to achieve a better looking fence for my property and the beauty of the city.

I am attaching photos and sketches to better illustrate my request.

Thank you for your consideration.

Sincerely,

Gerardo Gonzalez
Property Owner
2 NE 90 ST
El Portal, FL 33138
Instrument prepared by and returned to William L. Pupo:
Miami-Dade County Internal Services Department
Real Estate Development Division
111 N.W. 1 Street, Suite 2460
Miami, Florida 33128-1907

Folio No.:18-3101-020-0280

This Corrective Deed shall replace and supersedes the County Deed previously recorded on September 27, 2017 in Official Record Book 30697, Pages 86-87 of the public records of Miami-Dade County, Florida. This Corrective Deed is to correct a scrivener's error of the legal name of the party of the second part Gerardo L. Gonzalez.

CORRECTIVE COUNTY DEED

THIS DEED, made this 13th day of March, 2018 A.D. by MIAMI-DADE COUNTY, a Political Subdivision of the State of Florida, party of the first part, whose address is: Stephen P. Clark Center, 111 NW 1 Street Suite 17-202, Miami, Florida 33128-1963, and, Gerardo L. Gonzalez, party of the second part, whose address is 2 NE 90 Street, El Portal, Florida 33138.

WITNESSETH:

That the said party of the first part, for and in consideration of the sum of Seven Thousand One Hundred Seventy-One and 50/100 ($7,171.50) to it in hand paid by the parties of the second part, receipt whereof is hereby acknowledged has granted, bargained and sold to the party of the second part, his or her heirs and assigns forever, the following legally described land lying and being in Miami-Dade County, Florida:

LOT 15 BLK 10
EL PORTAL SEC 3 PB 9-148
According to the Public Records of Miami-Dade County, Florida

This grant conveys only the interest of Miami-Dade County and its Board of County Commissioners in the property herein described and shall not be deemed to warrant the title or to represent any state of facts concerning the same.
IN WITNESS WHEREOF the said party of the first part has caused these presents to be executed in its name by its Board of County Commissioners acting by the Chairperson or Vice Chairperson of said Board, the day and year aforesaid.

(OFFICIAL SEAL)

ATTEST:
HARVEY RUVIN, CLERK

MIAMI-DADE COUNTY
BY ITS BOARD OF
COUNTY COMMISSIONERS

By: ________________
Deputy Clerk

By: ________________
Esteban L. Bovo Jr., Chairman

Approved for legal sufficiency:
Debra Herman, Assistant County Attorney

The foregoing was authorized by Resolution No. R-1303-07 approved by the Board of County Commissioners of Miami-Dade County, Florida, on the 4th day of December, 2007, and amended by Resolution R-16-11 on January 20, 2011.
REQUEST FOR COMBINE OF REAL PROPERTY

NOTICE
1. Title to parcels/units must be in same ownership, and all taxes due must be paid prior to Property Combine Request.
2. If one parcel is currently receiving homestead exemption, property owner must file a homestead application to add new lands to the original parcel; therefore the first year in which the legal descriptions are combined will constitute the base year for the new lands. The deadline to file a timely application is March 1st.
3. If subject is a condominium, owner must submit a letter from the condominium association acknowledging owner's Property Combine Request and property's physical status as one living unit. Must provide main entrance unit number and total bed/bath count, and submit floor plans or design reflecting current physical changes (if available).
4. The Property Appraiser may request a homestead affidavit be filed if parcel(s) have two or more dwellings/living units. Condominium units must be physically joining. Each parcel should be contiguous in same municipality.

NOTIFICATION
The Property Appraiser reserves the right to investigate and inspect the premises to confirm that it is a single property living unit. If the property is mortgaged, the property owner must notify all mortgagees associated with the properties listed below. All requested information submitted to the Office of the Property Appraiser will be subject to review. Owner acknowledges and hereby agrees to all conditions of Property Combine Request. Meeting the above conditions does not imply approval of this Property Combine Request.

STEP 1: IDENTIFY ALL PROPERTIES

List all applicable FOLIO NUMBERS: 18-2101-020-008 18-2101-020-028
List all applicable PROPERTY ADDRESSES:
(Indicate principal property address)

STEP 2: ANSWER THE FOLLOWING QUESTIONS

Reason for grouping request: Addition/land added to my backyard
Do any of the parcels have homestead exemption? Yes Is any portion of property rented? No
If yes, provide details: 

STEP 3: SIGN AND DATE THIS REQUEST

*Current owner(s) of record or their attorney (with a power of attorney) must sign request & have form notarized below.

Signature: *
Name/Title: Gerard L. Gonzales Telephone Number: 786-283-8775 Date: Nov. 20, 2017

STEP 4: NOTARIZE THIS REQUEST

The foregoing instrument was acknowledged this 20th day of November 2017 by Gerard L. Gonzales, who is personally known to me or has provided sufficient identification as identification and who did not take any oath.

Notary Public, State of Florida at Large

(SEAL)

Office Use Only: (check if attached)

Review for Tax Year: Homestead Application: Letter from Homeowner's Assn.: 
Letter from Owner: Floor plan or design: Other: 

Rev. 3/16
VILLAGE OF EL PORTAL
500 NE 87th Street
El Portal, FL 33138
PHONE 305-795-7880 FAX 305-795-7884

PERMIT APPLICATION

Owner's/Lessee's Name: Gerardo Gonzalez

Job Address: 2 NE 90 St El Portal Fl

Owner's Address: 33138

Date: 04/03/18

Phone #: 786286-3775

CONTRACTOR INFORMATION

Name: N/A

License #: N/A

Phone #: N/A

Address: N/A

Qualifier's name: N/A

Work Description: FENCE

I am moving the original fence to the new property line

Permit Type

<table>
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<th>AREA</th>
<th>BLDG</th>
<th>ELEC</th>
<th>PLUM</th>
<th>MECH</th>
<th>POOL</th>
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<tbody>
<tr>
<td>140</td>
<td>✔</td>
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</table>

Job Value: $800

WARNING TO OWNER: Your failure to record a notice of commencement may result in your paying twice for improvements to your property. If you intend to obtain financing, consult with your lender or an attorney before recording your notice of commencement.

Application is hereby made to obtain a permit to do work and installations as indicated above, and on the attached addendum (if applicable). I certify that all work will be performed to meet the standards of the laws regulating construction in this jurisdiction. I understand that separate permits are required for Windows/Doors, Shop Drawings Electrical, Plumbing, Signs, Pools, Roofing & Mechanical Work.

OWNER'S AFFIDAVIT: By signing this application, I certify that I am the legal owner of the above mentioned property and that all the information provided herein is accurate and true. Furthermore, I authorize the above named contractor to do the work stated under this application.

NOTARY SEAL AND VERIFICATION

Signature of Owner: x

The foregoing instrument was acknowledged before me under oath this 3 day of Apr 2018 by Gerardo Gonzalez who:

is personally known to me.

( ) has produced a as identification.

State of Florida, County of Miami-Dade.

NOTARY PUBLIC (SEAL)
Notary signature: RACHAEL AVERY BICKFORD
Commission # GG 200720
Expires March 30, 2022
Bowled thru Budget Notary Services

Signature of Contractor: x N/A

The foregoing instrument was acknowledged before me under oath this ___ day of __________ 20___ by

( ) is personally known to me

( ) has produced a as identification. State of Florida, County of Miami-Dade.

NOTARY PUBLIC (SEAL)
Notary signature:
WOOD FENCE REQUIREMENTS AS PER FBC 2007

Wood fences shall be constructed of preservative or durable species wood, as specified in Section 2326.2 of the Florida Building Code 2007

Section 2328: HIGH VELOCITY HURRICANE ZONES: WOOD FENCES

2328.1 Wood fences, so located on a property that by zoning regulations they cannot be used as a wall of a building, shall be constructed to meet the minimum specifications in

2328.2 and 2328.3.

2328.2 Fences not exceeding 6 feet (1829 mm) in height, shall be constructed to meet the following minimum requirements from nominal 4 x 4 x 8 posts No. 2 grade or better spaced 4 feet (1219mm) on center, and embedded 2 feet (610 mm) into a concrete footing 10 inches (254 mm) in diameter and 2 feet (610 mm) deep.

2328.3 Fences not exceeding 5 feet (1524 mm) or 4 feet (1219 mm) in height shall constructed as provided in 2328.2 except that the spacing of posts may be increased to 5 feet (1524 mm) and 6 feet (1829 mm) on center for those heights respectively.

EXCEPTION: Unless designed by rational analysis, wood fences not exceeding 6' 0" in height may be constructed to meet the following minimum requirements.

1. Vertical post of nominal 4 x 4 spaced a maximum of 4' o/c for 6' high fences; 5' o/c for 5' high fences, 6' o/c for 4' high fence.
2. Post shall be embedded 2' 0" into concrete footing 10" in diameter and 2' 0" deep.
3. 2 x 4 materials shall be fastened according to Chapter 23 with (2) #16D galv. nails at each attachment.
4. All lumber shall be a minimum of #2 grade or better.
5. All fasteners shall be corrosion resistant.
6. Fence boards less than 8" wide shall be fastened with (2) #8 D galv. nails at each connection point.
GERARDO LUIS GONZALEZ  2 NE 90TH ST.  EL PORTAL, FL  33138-3052

PAY TO THE ORDER OF  VILLAGE OF EL PORTAL  $ 200.00
TWO HUNDRED 00

CHASE
JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO  VIOLANCE FILING FEE

3/31/18

GERARDO LUIS GONZALEZ  2 NE 90TH ST.  EL PORTAL, FL  33138-3052

PAY TO THE ORDER OF  VILLAGE OF EL PORTAL  $ 25.00
TWENTY FIVE 00

CHASE
JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO  FILING FEE

3/31/18
VILLAGE OF EL PORTAL, FLORIDA

RESOLUTION NO. 2018-26

A RESOLUTION OF THE VILLAGE COUNCIL OF EL PORTAL, FLORIDA AUTHORIZING THE APPROVAL OF THE VARIANCE FOR A GARAGE CONVERSION AS REQUESTED BY JOSÉ AMADOR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an application was submitted by Mr. José Amador to convert an existing garage space for use as a family room in their residence located at 241 NE 89th Street; and

WHEREAS, the proposed one-story residence project is located in Transect Zone 3 – Sub-Urban Residence of the Village of El Portal, which consists of low density residential areas; and

WHEREAS, on July 17, 2018, the Planning and Zoning Committee conducted a Public Hearing to consider the application and input from interested parties; and

WHEREAS, the Planning and Zoning consultants provided a report and presentation related the variance and outlined considerations associated with the property; and

WHEREAS, the Planning and Zoning consultants recommended approval of the variance based on findings and the request being consistent with zoning requirements; and

WHEREAS, the Planning and Zoning Committee considered the recommendation of the Planning and Zoning consultants and upon conclusion of the Public Hearing voted to recommend the approval of the variance to the Village Council; and

WHEREAS, on September 25, 2018, a second Public Hearing was held before the Mayor and Village Council to consider the application and interested parties were allowed to comment; and

WHEREAS, the Village Council of the Village of El Portal desires to approve the requested Variance for the garage conversion.
NOW THEREFORE, BE IT DULY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA THAT:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Grant.

The Village Council hereby approves the variance request of Mr. José Amador, owner of the property located at 241 NE 89th Street, El Portal, and grants the variance for converting the existing garage space for use as a family room.

Section 3. Appeal.

The Applicant or any aggrieved property owner may appeal the decision of the Village Council by filing a Writ of Certiorari to the Circuit Court of Miami-Dade County, Florida, in accordance with the Florida Rules of Appellate Procedure.

Section 4. Effective Date.

This resolution shall take effect immediately upon adoption.
PASSED AND ADOPTED by the Village Council of the Village of El Portal Florida, this ___ day of __________, 2018.

________________________
Claudia Cubillos, Mayor

ATTEST: ______________________
Yenise Jacobi, Village Clerk

Approved as to form and legal sufficiency:
Interim Village Attorney

By: _______________________
Norman C. Powell, Esq.

Vote:

Councilperson Dreher: ___ (Yes) ___ (No)
Councilperson Roman: ___ (Yes) ___ (No)
Councilperson Mathis: ___ (Yes) ___ (No)
Councilperson Mathis: ___ (Yes) ___ (No)
Vice Mayor Nickerson: ___ (Yes) ___ (No)
Mayor Cubillos: ___ (Yes) ___ (No)

I, Yenise Jacobi, Village Clerk of the Village of El Portal, Miami-Dade County, Florida, do hereby certify that this is a true and correct copy of Resolution No.: 2018-___ adopted on September___, 2018, as shown in the Official Records of the Village of El Portal, Miami-Dade County, Florida. Given under my hand and seal, this _____ day of __________, 2018.

_____________________
Yenise Jacobi
Village Clerk
Request for Variance.
241 NE 89th St. El Portal, FL 33138

Included Items:

LETTER OF INTENT
NOTARIZED VARIANCE APPLICATION
PROPERTY SURVEY
PLANS, COLOR PHOTOS
Letter of Intent In Support of Request for Variance

Property Address: 241 NE 89th St. El Portal, FL 33138

This proposal letter is to request and substantiate the grant of a Variance for a residence at 241 NE 89th St. El Portal, FL 33138.

The Variance requested is relatively minor, and as shown below clearly meets all of the parameters. If granted, this Variance will be in harmony with the general intent and purpose of this zoning code, and the variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

The intention is to convert the garage space in a family room considering the small space of the living room on the property and the fact that this garage space had never been use for park any car, it only be use actually as storage. We also keep enough off street space for at least two cars, as it needs following ARTICLE IV. TABLE 1: MINIMUM OFF-STREET PARKING REQUIREMENTS. As a fact, is this the way we actually park ours cars.

We plan to keep the front east side design of the property and it’ll be repeated at the west side. We plan to keep on identical manner (window type, garden detail, paint, etc) the visual harmony of the house design and the spirit of the whole group of houses sharing the block. Our house will be one of many other houses on the block which are made the same process, become harmonious and blend in with several neighboring properties.

Photographs and diagrams in support of the requested Variance are attached here to.

Respectfully submitted.


José Amador
Property owner at 241 NE 89th St. El Portal, FL 33138
ADMINISTRATIVE VARIANCE
APPLICATION

When approved, this variance must be validated through issuance of a valid Building Permit.

This application and supporting documents are submitted by:

Jose Amador

(Owner of Property)

Application is made for:

Converting a garage into a family room

(Type of variance requested)

Property address and legal description

241 NE 89th St, El Portal, FL 33138
Lot 18 Block 4

OWNER AFFIDAVIT

I, Jose Amador, being first duly sworn, depose and say that I am the legal owner of record of the property described and which is the subject of the proposed administrative variance, and that all statements and representations made are true and correct.

I acknowledge that I am subject to penalties of law, including the laws on perjury, and to possible revocation of this variance for any false or misleading statements in this application.

Sworn to and subscribed to before me this 16th day of April 2018.

The applicant must submit the completed packets to the Village Clerk at least four (4) weeks prior to the next Planning & Zoning Committee Meeting in order to be placed the agenda. All fees and reimbursement costs must be paid before the hearing date. As per the Village Code, the residents within 375 feet of the property and the public in general must be notified 15 days prior to the meeting date.