

**Variance Application:** VAR 24-0499  
**LUHO Hearing Date:** April 22, 2024  
**Case Reviewer:** Carolanne Peddle



**Hillsborough  
 County Florida**

Development Services Department

**Applicant:** Quy Thi Nguyen & Gia Dat Tran      **Zoning:** CPV-A-5

**Location:** Berkford Avenue; Folio: 3484.8272 (Kings Landing A Replat, Lot 1)

**Request Summary:**

The applicant requests multiple variances in order to build a single-family residential unit in the Citrus Park Village Overlay District.

**Requested Variances:**

LDC Section:	LDC Requirement:	Variance:	Result:
3.10.06.01	New development shall occur in a block pattern. Each block shall be rectangular in shape and framed by public streets on at least three sides. The maximum length of any block face shall be 650 feet. Variances to these requirements may be allowed in accordance with Part 11.04.00 of this Code only to the minimum degree necessary to accommodate irregular parcel boundaries, natural features or existing development patterns on adjacent properties.	Maintain the existing block pattern and allow the homes to be accessed by a single easement.	Home to be accessed by a single easement.
Sec. 3.10.06.07	The front of all principal buildings shall face an improved street right-of-way and shall not be separated from the right-of-way by another building, storm water facility or common parking area or driveway serving more than one dwelling unit. On parcels with multiple street frontages, buildings shall front the street with the higher functional classification or block face with relatively greater length to the maximum extent possible before facing other streets. Variances to these frontage requirements may be approved in accordance with Part 11.04.00 of this Code only for projects with unusual site constraints which restrict the number and/or shape of blocks which may be created. In such cases, however, the developer shall be required to create the maximum number of blocks possible to provide the greatest amount of street frontage for the proposed principal structures.	Allow the building to face south along the ingress/egress easement rather than an improved street right-of-way.	Building facing south toward easement.
		Allow the building to be separated from the right-of-way by a driveway serving more than one dwelling unit.	Building to be separated from the right-of-way by driveway easement for access to more than one dwelling unit.

Sec. 3.10.12. G	Garages: A garage is required for each dwelling unit. The entry face of a garage accessed through a front yard, including a front yard functioning as a side yard, shall be set back a minimum of 20 feet from the property line from which it is accessed. Additionally, garages shall be placed at least five feet further from the street than the front plane of the principal building, excluding covered porch if present.	Eliminate the requirement that garages shall be placed at least five feet further from the street than the front plane of the principal building.	Garage to be placed in front of the front plane of the principal building.
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Findings:	None.
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Zoning Administrator Sign Off:	 <small>Colleen Marshall Wed Apr 3 2024 15:19:09</small>
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**DISCLAIMER:**  
 The variance(s) listed above is based on the information provided in the application by the applicant. Additional variances may be needed after the site has applied for development permits. The granting of these variances does not obviate the applicant or property owner from attaining all additional required approvals including but not limited to: subdivision or site development approvals and building permit approvals.



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# Additional / Revised Information Sheet

Office Use Only		
Application Number: 24-0499	Received Date:	Received By:

The following form is required when submitted changes for any application that was previously submitted. A cover letter must be submitted providing a summary of the changes and/or additional information provided. If there is a change in project size the cover letter must list any new folio number(s) added. Additionally, **the second page of this form must be included indicating the additional/revised documents being submitted with this form.**

Application Number: 24-0499 Applicant's Name: McNeal Engineering

Reviewing Planner's Name: Carolanne Peddle Date: 04/02/2024

Application Type:

- Planned Development (PD)
- Minor Modification/Personal Appearance (PRS)
- Standard Rezoning (RZ)
- Variance (VAR)
- Development of Regional Impact (DRI)
- Major Modification (MM)
- Special Use (SU)
- Conditional Use (CU)
- Other \_\_\_\_\_

Current Hearing Date (if applicable): 04/22/2024

### Important Project Size Change Information

Changes to project size may result in a new hearing date as all reviews will be subject to the established cut-off dates.

Will this revision add land to the project?  Yes  No

If "Yes" is checked on the above please ensure you include all items marked with \* on the last page.

Will this revision remove land from the project?  Yes  No

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**Email this form along with all submittal items indicated on the next page in pdf form to:**

**[ZoningIntake-DSD@hcflgov.net](mailto:ZoningIntake-DSD@hcflgov.net)**

Files must be in pdf format and minimum resolution of 300 dpi. Each item should be submitted as a separate file titled according to its contents. All items should be submitted in one email with application number (including prefix) included on the subject line. Maximum attachment(s) size is 15 MB.

For additional help and submittal questions, please call (813) 277-1633 or email [ZoningIntake-DSD@hcflgov.net](mailto:ZoningIntake-DSD@hcflgov.net).

***I certify that changes described above are the only changes that have been made to the submission. Any further changes will require an additional submission and certification.***

**Christopher S. McNeal**  
Digitally signed by Christopher S. McNeal  
 DN: cn=Christopher S. McNeal, o=McNeal Engineering, Inc,  
 ou, email=cmcneal@mcnealengineering.com, c=US  
 Date: 2024.04.02 13:20:54 -04'00'

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Signature

**04/02/2024**

---

Date



**Hillsborough  
County Florida**  
Development Services

# Identification of Sensitive/Protected Information and Acknowledgement of Public Records

Pursuant to [Chapter 119 Florida Statutes](#), all information submitted to Development Services is considered public record and open to inspection by the public. Certain information may be considered sensitive or protected information which may be excluded from this provision. Sensitive/protected information may include, but is not limited to, documents such as medical records, income tax returns, death certificates, bank statements, and documents containing social security numbers.

While all efforts will be taken to ensure the security of protected information, certain specified information, such as addresses of exempt parcels, may need to be disclosed as part of the public hearing process for select applications. If your application requires a public hearing and contains sensitive/protected information, please contact [Hillsborough County Development Services](#) to determine what information will need to be disclosed as part of the public hearing process.

Additionally, parcels exempt under [Florida Statutes §119.071\(4\)](#) will need to contact [Hillsborough County Development Services](#) to obtain a release of exempt parcel information.

**Are you seeking an exemption from public disclosure of selected information submitted with your application pursuant to Chapter 119 FS?**  Yes  No

I hereby confirm that the material submitted with application 24-0499

Includes sensitive and/or protected information.

Type of information included and location \_\_\_\_\_

Does not include sensitive and/or protected information.

**Please note:** Sensitive/protected information will not be accepted/requested unless it is required for the processing of the application.

If an exemption is being sought, the request will be reviewed to determine if the applicant can be processed with the data being held from public view. Also, by signing this form I acknowledge that any and all information in the submittal will become public information if not required by law to be protected.

Signature: **Christopher S. McNeal**

Digitally signed by Christopher S. McNeal  
DN: cn=Christopher S. McNeal, o=McNeal Engineering, Inc, ou,  
email=cmcneal@mcnealengineering.com, c=US  
Date: 2024.04.02 13:21:06 -04'00'

(Must be signed by applicant or authorized representative)

Intake Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Additional / Revised Information Sheet

Please indicate below which revised/additional items are being submitted with this form.

Included	Submittal Item
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1  **Cover Letter\*\*** If adding or removing land from the project site, the final list of folios must be included

2  **Revised Application Form\*\***

3  **Copy of Current Deed\*** Must be provided for any new folio(s) being added

4  **Affidavit to Authorize Agent\*** (If Applicable) Must be provided for any new folio(s) being added

5  **Sunbiz Form\*** (If Applicable) Must be provided for any new folio(s) being added

6  **Property Information Sheet\*\***

7  **Legal Description of the Subject Site\*\***

8  **Close Proximity Property Owners List\*\***

9  **Site Plan\*\*** All changes on the site plan must be listed in detail in the Cover Letter.

10  **Survey**

11  **Wet Zone Survey**

12  **General Development Plan**

13  **Project Description/Written Statement**

14  **Design Exception and Administrative Variance requests/approvals**

15  **Variance Criteria Response**

16  **Copy of Code Enforcement or Building Violation**

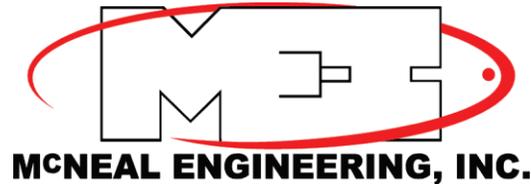
17  **Transportation Analysis**

18  **Sign-off form**

19  **Other Documents** (please describe):

\*Revised documents required when adding land to the project site. Other revised documents may be requested by the planner reviewing the application.

\*\*Required documents required when removing land from the project site. Other revised documents may be requested by the planner reviewing the application.



Hillsborough County  
Development Services  
601 E Kennedy Blvd 20th Floor  
Tampa, FL 33602

Re: **KINGS LANDING LOT 1**  
14508 Berkford Ave  
Hillsborough County  
Folio #003484.8272

Attn: Zoning Department

MEI File #22-051  
April 2, 2024

**REVISED VARIANCE REQUEST**

To Whom It May Concern:

We are submitting a revision to the previously submitted Variance Application for the above referenced project to include an additional variance. The following items are being electronically submitted for your review and records:

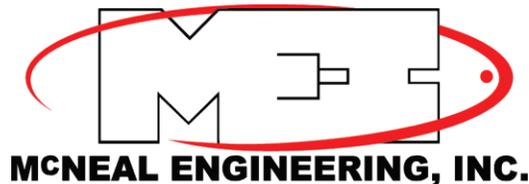
- Revised **Variance Application Package**,
- Revised **Variance Critical Response Narrative**, and
- **Zoning Additional/Revised Information Sheet**.

If you have questions, or need additional information, please feel free to contact our office at the phone number listed below. Thank you very much for your assistance.

Sincerely,

Christopher S. McNeal, PE  
**MCNEAL ENGINEERING, INC.**

c: Likelike Way LLC c/o Ferdian Jap *via* email



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Development Services  
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MEI File #22-051  
April 2, 2024

### REVISED VARIANCE CRITERIA RESPONSE NARRATIVE

Please accept the following responses for your consideration during review of our Variance Requests.

(A) Sec 3.10.06.07 Building orientation - To have the homes face south instead of east (toward Berkford),

(B) Sec 3.10.12.G Garage recess - 5' recess from the front plane of the house required per zoning,

(C) Sec 3.10.06.07 Building being separated from R/W - CPV code does not allow buildings to be separated from the R/W by another building or driveway that is used to access more than one dwelling unit, and

(D) Sec 3.10.06.01 Block Pattern – New Development shall occur in a block pattern framed by public streets on at least three sides.

1. *Explain how the alleged hardships or practical difficulties are unique and singular to the subject property and are not those suffered in common with other property similarly located?*

(A) The existing residences to the north of this parcel face existing rights-of-ways with the lots directly adjacent to the subject parcel, facing north. The platted right-of-way (Altaloma Street) that was part of the original Map of The Town of Citrus Park Florida Final Plat (PB 1, PG 130) that would have served this parcel was vacated at some point in the past. Had this right-of-way not been vacated, the front of the house would be oriented to the south with the back of the house oriented to the north. This continues like and compatible uses with the abutting residential development pattern.

Recently the subject parcel was platted with an access easement (Kings Landing Lane) in the same area of the former right-of-way to reestablish the intended development pattern. To provide the full width of right-of-way necessary for Altaloma to be of public width would've required the adjacent commercial property owner to provide another 20 – 30 feet to be used as right-of-way. To that end, the access of these reestablished residential parcels could only be accomplished by easement to make the property viable for development. Even with this consideration, the resultant outcome of the Final Plat was a total of three lots whereas it was originally intended to be 6 lots.

**KINGS LANDING LOT 1**

MEI File #22-051

April 2, 2024

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(B) The majority of the existing residences in the area have direct access to County maintained rights-of-ways, of which the front of the residences and their garages are oriented towards. The proposed residence's garage needs to face south towards the private access driveway further away from the entrance driveway access point. While the front of the residence needs to face south, the front yard (as it relates to setback) remains relative to Berkford Avenue.

Orienting the garage towards the east would not be safe or functional. There is insufficient room to provide parking between the residence and easement area without significantly impairing the building footprint. Additionally, if the garage was provided on the east side of the residence, backing up into the easement area would create an unsafe point of conflict.

(C) The recently approved Plat required an access easement to for all parcels to be serviced. The initial intent was to provide the connection point of the easement to Berkford Avenue at the original location of the previous Altaloma Street. After further review and staff input, the alignment of the access was redesigned to align with the school's access drive on the east side of Berkford Avenue.

This redesign was completed for safety and driveway spacing consideration. In order to continue the patterned house orientations in the area and as originally intended by the plat (i.e. front facing south and rear facing north), it was necessary for the access easement to turn south immediately after entering the property, then east along the southern portion of the parcel. As a result of this safety consideration, the buildable portion of the lot is separated by the proposed "driveway" (access easement *aka* Kings Landing Lane) serving more than one dwelling.

(D) To meet the Block Pattern requirement (i.e. within the limits of "new development"), it would be necessary to provide two additional public roadways within the limits of the parcel; however, given the size of the parcel, this is not physically possible. Providing the required public roadways will require approximately 60% of the total parcel rendering it undevelopable.

Though the block pattern cannot be provided within the limits of the project site, it can meet the criteria by supporting and expanding the existing block pattern that it is within, thereby meeting the intent of the Code.

2. *Describe how the literal requirements of the Land Development Code (LDC) would deprive you of rights commonly enjoyed by other properties in the same district and area under the terms of the LDC.*

(A) The existing residences to the north of this parcel face existing rights-of-way which provides the rear yard adjacent to the project site. By allowing the south facing lot, the applicant will be able to enjoy the passive use of their back yard as the adjacent property owners. Proper vehicle use area, parking and garage access will also be able to be enjoyed as it was intended in the platted right-of-way that was part of the original Map of The Town of Citrus Park Florida that would have served this parcel before being vacated. Had this right-of-way not been vacated, the front of this parcel would have faced south (requested direction), matching the residential parcels in this area.

(B) There are several residences in the vicinity in which the garage is not recessed from the front facade of the principal building. Few residences are accessed by easement and have the need to adjust the orientation requirement. If the original plat had not been vacated, there would

**KINGS LANDING LOT 1**

MEI File #22-051

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be no need to request a variance to this requirement as the requirement could be met. Given the need to orient the residence as originally intended, yet holding true to the required setbacks as they are applied to lots accessed by an easement, additional design measures are needed to accomplish the same right that others have within the neighborhood. To provide additional recess of the garage for this residence would significantly alter the floor plan and be an unnecessary burden providing no benefit to the public.

(C) The recently approved Plat required an access easement to for all parcels to be serviced. The alignment of the access was designed to align with the school's access drive on the east side of Berkford Ave. In order to continue the patterned house orientations in the area, it was necessary for the access easement to turn south, then east along the southern portion of the parcel. In doing so, the building is now separated by the driveway (access easement) serving more than one dwelling. Access to the platted lot is something all owners in the area enjoy, the difference is that by right-of-way it is viewed from one perspective while by easement another.

(D) In addition to the items noted in the response to item number 1 above, the location of the existing roadways arguably meets the requirement for the block pattern; however, if the condition is interpreted literally to apply only to the project site (or "new development") most all parcels within the CPV could not be developed and they are. Furthermore, the commercial parcels to the west of this site, somewhat provide a block pattern; however, not to the literal sense that could be interpreted from the Code.

3. *Explain how the variance, if allowed, will not substantially interfere with or injure the rights of others whose property would be affected by the allowance of the variance.*

The requested variances in no way interfere with or injure the rights of others. The only property(ies) that would possibly be affected by the allowance of the requested variances would be the three parcels within the subject subdivision plat and their landowners. All current landowners are in agreement with this request and will be seeking the same variance for their respective lots. Any future landowner would be purchasing the property knowing the conditions of development. As such, this variance has been conceived, planned, and designed with public interest in the forefront.

Viewing the residence(s) from Berkford right-of-way the "front plane" will have the same effect as if the residence had a side-loaded garage yet completely buffered and screened from public view by. As such, the residence and associated garage will not visible from the nearest public right-of-way.

4. *Explain how the variance is in harmony with and serves the general intent and purpose of the LDC and the Comprehensive Plan (refer to Section 1.02.02 and 1.02.03 of the LDC for description of intent/purpose).*

The requested variances will aid in the harmonious, orderly, and progressive development of unincorporated Hillsborough County by providing well thought out and designed three-lot single family subdivision (originally six lots), to be in harmony with the existing development in the area. Additionally, there is no request for an increased density or change of use that may otherwise be in conflict with the LDC or Comprehensive Plan.

5. *Explain how the situation sought to be relieved by the variance does not result from an illegal act or result from the actions of the applicant, resulting in a self-imposed hardship.*

**KINGS LANDING LOT 1**

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Page 4 of 4

In no way are these requests related to an illegal act or result from the actions of the applicant. The development pattern is following the intent of the previously approved Subdivision Plat.

6. *Explain how allowing the variances will result in substantial justice being done, considering both the public benefits intended to be secured by the LDC and the individual hardships that will be suffered by failure to grant variance.*

By approving these variance requests, substantial justice will be accomplished. Both public and private interests benefit from this development. As noted, the requests will allow the proposed development pattern to continue with the intent of the previously approved Subdivision Plat, as well as the existing development in the area, while relieving the applicant's hardship for the development of this CPV infil parcel. Should the request be denied, the project would not be able to be developed as intended and would result in an inefficient use of our limited community resources. Additionally, it would be in opposition to the rights that would otherwise be available to the applicant as secured by the LDC.



**Hillsborough  
County Florida**  
Development Services

# Project Description (Variance Request)

1. In the space below describe the variance including any history and/or related facts that may be helpful in understanding the request. This explanation shall also specifically identify what is being requested (e.g. Variance of 10 feet from the required rear yard setback of 25 feet resulting in a rear yard of 15 feet). If additional space is needed, please attach extra pages to this application.

1. Building orientation - To have the homes face south instead of east as required per zoning,
2. Garage recess - Relief from the required 5' recess from the front plane of the house as required per zoning,
3. Building being separated from R/W - To allow buildings to be separated from the R/W by another building or driveway that is used to access more than one dwelling unit, and
4. Block Pattern - Relief from the requirement to construct a block pattern framed by public streets on at least three sides.

2. A Variance is requested from the following Section(s) of the Hillsborough County Land Development Code:

- Sec 3.10.06.07 Building orientation
- Sec 3.10.12.G Garage recess
- Sec 3.10.06.07 Building being separated from R/W
- Sec 3.10.06.01 Block Pattern

## Additional Information

1. Have you been cited by Hillsborough County Code Enforcement?  No  Yes  
If yes, you must submit a copy of the Citation with this Application.
2. Do you have any other applications filed with Hillsborough County that are related to the subject property?  
 No  Yes If yes, please indicate the nature of the application and the case numbers assigned to the application (s): Approved Final Plat #6354
3. Is this a request for a wetland setback variance?  No  Yes  
If yes, you must complete the Wetland Setback Memorandum and all required information must be included with this Application Packet.
4. Please indicate the existing or proposed utilities for the subject property:  
 Public Water  Public Wastewater  Private Well  Septic Tank
5. Is the variance to allow a third lot on well or non-residential development with an intensity of three ERC's?  
 No  Yes If yes, you must submit a final determination of the "Water, Wastewater, and/or Re-claimed Water – Service Application Conditional Approval – Reservation of Capacity" prior to your public hearing



## Variance Criteria Response

1. Explain how the alleged hardships or practical difficulties are unique and singular to the subject property and are not those suffered in common with other property similarly located?

See attached.

2. Describe how the literal requirements of the Land Development Code (LDC) would deprive you of rights commonly enjoyed by other properties in the same district and area under the terms of the LDC.

See attached.

3. Explain how the variance, if allowed, will not substantially interfere with or injure the rights of others whose property would be affected by allowance of the variance.

See attached.

4. Explain how the variance is in harmony with and serves the general intent and purpose of the LDC and the Comprehensive Plan (*refer to Section 1.02.02 and 1.02.03 of the LDC for description of intent/purpose*).

See attached.

5. Explain how the situation sought to be relieved by the variance does not result from an illegal act or result from the actions of the applicant, resulting in a self-imposed hardship.

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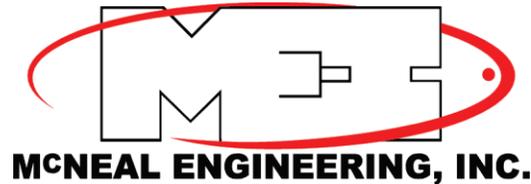
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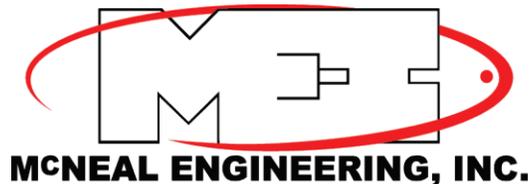
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- Revised **Variance Critical Response Narrative**, and
- **Zoning Additional/Revised Information Sheet**.

If you have questions, or need additional information, please feel free to contact our office at the phone number listed below. Thank you very much for your assistance.

Sincerely,

Christopher S. McNeal, PE  
**MCNEAL ENGINEERING, INC.**

c: Likelike Way LLC c/o Ferdian Jap *via* email



Hillsborough County  
Development Services  
601 E Kennedy Blvd 20th Floor  
Tampa, FL 33602

Re: **KINGS LANDING LOT 1**  
14508 Berkford Ave  
Hillsborough County  
Folio #003484.8272

MEI File #22-051  
April 2, 2024

### REVISED VARIANCE CRITERIA RESPONSE NARRATIVE

Please accept the following responses for your consideration during review of our Variance Requests.

(A) Sec 3.10.06.07 Building orientation - To have the homes face south instead of east (toward Berkford),

(B) Sec 3.10.12.G Garage recess - 5' recess from the front plane of the house required per zoning,

(C) Sec 3.10.06.07 Building being separated from R/W - CPV code does not allow buildings to be separated from the R/W by another building or driveway that is used to access more than one dwelling unit, and

(D) Sec 3.10.06.01 Block Pattern – New Development shall occur in a block pattern framed by public streets on at least three sides.

1. *Explain how the alleged hardships or practical difficulties are unique and singular to the subject property and are not those suffered in common with other property similarly located?*

(A) The existing residences to the north of this parcel face existing rights-of-ways with the lots directly adjacent to the subject parcel, facing north. The platted right-of-way (Altaloma Street) that was part of the original Map of The Town of Citrus Park Florida Final Plat (PB 1, PG 130) that would have served this parcel was vacated at some point in the past. Had this right-of-way not been vacated, the front of the house would be oriented to the south with the back of the house oriented to the north. This continues like and compatible uses with the abutting residential development pattern.

Recently the subject parcel was platted with an access easement (Kings Landing Lane) in the same area of the former right-of-way to reestablish the intended development pattern. To provide the full width of right-of-way necessary for Altaloma to be of public width would've required the adjacent commercial property owner to provide another 20 – 30 feet to be used as right-of-way. To that end, the access of these reestablished residential parcels could only be accomplished by easement to make the property viable for development. Even with this consideration, the resultant outcome of the Final Plat was a total of three lots whereas it was originally intended to be 6 lots.

**KINGS LANDING LOT 1**

MEI File #22-051

April 2, 2024

Page 2 of 4

(B) The majority of the existing residences in the area have direct access to County maintained rights-of-ways, of which the front of the residences and their garages are oriented towards. The proposed residence's garage needs to face south towards the private access driveway further away from the entrance driveway access point. While the front of the residence needs to face south, the front yard (as it relates to setback) remains relative to Berkford Avenue.

Orienting the garage towards the east would not be safe or functional. There is insufficient room to provide parking between the residence and easement area without significantly impairing the building footprint. Additionally, if the garage was provided on the east side of the residence, backing up into the easement area would create an unsafe point of conflict.

(C) The recently approved Plat required an access easement to for all parcels to be serviced. The initial intent was to provide the connection point of the easement to Berkford Avenue at the original location of the previous Altaloma Street. After further review and staff input, the alignment of the access was redesigned to align with the school's access drive on the east side of Berkford Avenue.

This redesign was completed for safety and driveway spacing consideration. In order to continue the patterned house orientations in the area and as originally intended by the plat (i.e. front facing south and rear facing north), it was necessary for the access easement to turn south immediately after entering the property, then east along the southern portion of the parcel. As a result of this safety consideration, the buildable portion of the lot is separated by the proposed "driveway" (access easement *aka* Kings Landing Lane) serving more than one dwelling.

(D) To meet the Block Pattern requirement (i.e. within the limits of "new development"), it would be necessary to provide two additional public roadways within the limits of the parcel; however, given the size of the parcel, this is not physically possible. Providing the required public roadways will require approximately 60% of the total parcel rendering it undevelopable.

Though the block pattern cannot be provided within the limits of the project site, it can meet the criteria by supporting and expanding the existing block pattern that it is within, thereby meeting the intent of the Code.

2. *Describe how the literal requirements of the Land Development Code (LDC) would deprive you of rights commonly enjoyed by other properties in the same district and area under the terms of the LDC.*

(A) The existing residences to the north of this parcel face existing rights-of-way which provides the rear yard adjacent to the project site. By allowing the south facing lot, the applicant will be able to enjoy the passive use of their back yard as the adjacent property owners. Proper vehicle use area, parking and garage access will also be able to be enjoyed as it was intended in the platted right-of-way that was part of the original Map of The Town of Citrus Park Florida that would have served this parcel before being vacated. Had this right-of-way not been vacated, the front of this parcel would have faced south (requested direction), matching the residential parcels in this area.

(B) There are several residences in the vicinity in which the garage is not recessed from the front facade of the principal building. Few residences are accessed by easement and have the need to adjust the orientation requirement. If the original plat had not been vacated, there would

**KINGS LANDING LOT 1**

MEI File #22-051

April 2, 2024

Page 3 of 4

be no need to request a variance to this requirement as the requirement could be met. Given the need to orient the residence as originally intended, yet holding true to the required setbacks as they are applied to lots accessed by an easement, additional design measures are needed to accomplish the same right that others have within the neighborhood. To provide additional recess of the garage for this residence would significantly alter the floor plan and be an unnecessary burden providing no benefit to the public.

(C) The recently approved Plat required an access easement to for all parcels to be serviced. The alignment of the access was designed to align with the school's access drive on the east side of Berkford Ave. In order to continue the patterned house orientations in the area, it was necessary for the access easement to turn south, then east along the southern portion of the parcel. In doing so, the building is now separated by the driveway (access easement) serving more than one dwelling. Access to the platted lot is something all owners in the area enjoy, the difference is that by right-of-way it is viewed from one perspective while by easement another.

(D) In addition to the items noted in the response to item number 1 above, the location of the existing roadways arguably meets the requirement for the block pattern; however, if the condition is interpreted literally to apply only to the project site (or "new development") most all parcels within the CPV could not be developed and they are. Furthermore, the commercial parcels to the west of this site, somewhat provide a block pattern; however, not to the literal sense that could be interpreted from the Code.

3. *Explain how the variance, if allowed, will not substantially interfere with or injure the rights of others whose property would be affected by the allowance of the variance.*

The requested variances in no way interfere with or injure the rights of others. The only property(ies) that would possibly be affected by the allowance of the requested variances would be the three parcels within the subject subdivision plat and their landowners. All current landowners are in agreement with this request and will be seeking the same variance for their respective lots. Any future landowner would be purchasing the property knowing the conditions of development. As such, this variance has been conceived, planned, and designed with public interest in the forefront.

Viewing the residence(s) from Berkford right-of-way the "front plane" will have the same effect as if the residence had a side-loaded garage yet completely buffered and screened from public view by. As such, the residence and associated garage will not visible from the nearest public right-of-way.

4. *Explain how the variance is in harmony with and serves the general intent and purpose of the LDC and the Comprehensive Plan (refer to Section 1.02.02 and 1.02.03 of the LDC for description of intent/purpose).*

The requested variances will aid in the harmonious, orderly, and progressive development of unincorporated Hillsborough County by providing well thought out and designed three-lot single family subdivision (originally six lots), to be in harmony with the existing development in the area. Additionally, there is no request for an increased density or change of use that may otherwise be in conflict with the LDC or Comprehensive Plan.

5. *Explain how the situation sought to be relieved by the variance does not result from an illegal act or result from the actions of the applicant, resulting in a self-imposed hardship.*

**KINGS LANDING LOT 1**

MEI File #22-051

April 2, 2024

Page 4 of 4

In no way are these requests related to an illegal act or result from the actions of the applicant. The development pattern is following the intent of the previously approved Subdivision Plat.

6. *Explain how allowing the variances will result in substantial justice being done, considering both the public benefits intended to be secured by the LDC and the individual hardships that will be suffered by failure to grant variance.*

By approving these variance requests, substantial justice will be accomplished. Both public and private interests benefit from this development. As noted, the requests will allow the proposed development pattern to continue with the intent of the previously approved Subdivision Plat, as well as the existing development in the area, while relieving the applicant's hardship for the development of this CPV infil parcel. Should the request be denied, the project would not be able to be developed as intended and would result in an inefficient use of our limited community resources. Additionally, it would be in opposition to the rights that would otherwise be available to the applicant as secured by the LDC.



**Hillsborough  
County Florida**  
Development Services

# Project Description (Variance Request)

1. In the space below describe the variance including any history and/or related facts that may be helpful in understanding the request. This explanation shall also specifically identify what is being requested (e.g. Variance of 10 feet from the required rear yard setback of 25 feet resulting in a rear yard of 15 feet). If additional space is needed, please attach extra pages to this application.

1. Building orientation - To have the homes face south instead of east as required per zoning,
2. Garage recess - Relief from the required 5' recess from the front plane of the house as required per zoning,
3. Building being separated from R/W - To allow buildings to be separated from the R/W by another building or driveway that is used to access more than one dwelling unit, and
4. Block Pattern - Relief from the requirement to construct a block pattern framed by public streets on at least three sides.

2. A Variance is requested from the following Section(s) of the Hillsborough County Land Development Code:

Sec 3.10.06.07 Building orientation  
 Sec 3.10.12.G Garage recess  
 Sec 3.10.06.07 Building being separated from R/W  
 Sec 3.10.06.01 Block Pattern

## Additional Information

1. Have you been cited by Hillsborough County Code Enforcement?  No  Yes  
If yes, you must submit a copy of the Citation with this Application.
2. Do you have any other applications filed with Hillsborough County that are related to the subject property?  
 No  Yes If yes, please indicate the nature of the application and the case numbers assigned to the application (s): Approved Final Plat #6354
3. Is this a request for a wetland setback variance?  No  Yes  
If yes, you must complete the Wetland Setback Memorandum and all required information must be included with this Application Packet.
4. Please indicate the existing or proposed utilities for the subject property:  
 Public Water  Public Wastewater  Private Well  Septic Tank
5. Is the variance to allow a third lot on well or non-residential development with an intensity of three ERC's?  
 No  Yes If yes, you must submit a final determination of the "Water, Wastewater, and/or Re-claimed Water – Service Application Conditional Approval – Reservation of Capacity" prior to your public hearing



## Variance Criteria Response

1. Explain how the alleged hardships or practical difficulties are unique and singular to the subject property and are not those suffered in common with other property similarly located?

See attached.

2. Describe how the literal requirements of the Land Development Code (LDC) would deprive you of rights commonly enjoyed by other properties in the same district and area under the terms of the LDC.

See attached.

3. Explain how the variance, if allowed, will not substantially interfere with or injure the rights of others whose property would be affected by allowance of the variance.

See attached.

4. Explain how the variance is in harmony with and serves the general intent and purpose of the LDC and the Comprehensive Plan (*refer to Section 1.02.02 and 1.02.03 of the LDC for description of intent/purpose*).

See attached.

5. Explain how the situation sought to be relieved by the variance does not result from an illegal act or result from the actions of the applicant, resulting in a self-imposed hardship.

See attached.

6. Explain how allowing the variance will result in substantial justice being done, considering both the public benefits intended to be secured by the LDC and the individual hardships that will be suffered by a failure to grant a variance.

See attached.

Prepared by and return to:  
Nico Apfelbaum, Esq.  
Apfelbaum Law  
451 SW Bethany Dr. | Suite 202  
Port St. Lucie, FL 34986

(Space Above This Line for Recording Data)

### Quit Claim Deed

This Quit Claim Deed is made this 13<sup>th</sup> day of October, 2023, by LikeLike Way, LLC, a limited liability company, whose mailing address is 14508 Berkford Ave, Tampa FL 33625, (the "Grantor"), to Quy Thi Kim Nguyen and Gia Dat Tran, as husband and wife, whose mailing address is 14508 Berkford Ave, Tampa FL 33625 (the "Grantees"):

(Whenever used herein the terms "Grantor" and "Grantees" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantees, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim to the said Grantees, all the right, title, interest, claim and demand which Grantor have in and to the following described land, situate, lying and being in the Hillsborough County, Florida to-wit

**Lot 1, KINGS LANDING A REPLAT, according to the Plat thereof, as recorded in Plat Book 145, Page 206 of the Public Records of Hillsborough County, Florida.**

**Parcel Identification Number: U-02-28-17-D30-000000-00001  
Folio Number: 3484.8272**

**To Have and to Hold**, the same together with all and singular the appurtenances thereto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equality and claim whatsoever of Grantor, either in law or equality, for the use, benefit and profit of the said Grantees forever.

**The Land** is not the homestead of the Grantor, LikeLike Way, LLC, under the laws and Constitution of the State of Florida and neither these Grantor nor any person(s) for whose support these Grantor are responsible reside on or adjacent to the land.

The scrivener of this instrument has not examined title to the subject property, has utilized legal description provided by Grantor, and has relied upon the representations of the Grantor that Grantor are the holder of title to the property. Accordingly, the scrivener disclaims any liability or responsibility which may result from the failure of the Grantor to hold such title in the manner represented.

In Witness Whereof, Grantor have hereunto set Grantor's hand and seal the day and year first above written. Signed, sealed and delivered in our presence:

[Signature]  
Witness Name: Allan Armstrong

By: [Signature]  
Likeline Way, LLC  
By: Ferdian JP  
Its: Manager

[Signature]  
Witness Name: Samuel J Zatro

State of Florida  
County of Hillsborough

The foregoing instrument was acknowledged before me this 13 day of Oct, 2023 by GIA-DAT IRAN who appeared by means of  physical presence or  online notarization and who  is personally known to me or  has produced [Signature] as identification.

[Signature]  
Notary Public  
Printed Name:

 [Notary Seal]  
MONICA D. VARNER  
Commission # HH 288273  
Expires November 14, 2025



# Additional / Revised Information Sheet

Office Use Only		
Application Number: 24-0499	Received Date:	Received By:

The following form is required when submitted changes for any application that was previously submitted. A cover letter must be submitted providing a summary of the changes and/or additional information provided. If there is a change in project size the cover letter must list any new folio number(s) added. Additionally, **the second page of this form must be included indicating the additional/revised documents being submitted with this form.**

Application Number: 24-0499 Applicant's Name: McNeal Engineering

Reviewing Planner's Name: Carolanne Peddle Date: 04/02/2024

Application Type:

- Planned Development (PD)  Minor Modification/Personal Appearance (PRS)  Standard Rezoning (RZ)
- Variance (VAR)  Development of Regional Impact (DRI)  Major Modification (MM)
- Special Use (SU)  Conditional Use (CU)  Other \_\_\_\_\_

Current Hearing Date (if applicable): 04/22/2024

### Important Project Size Change Information

Changes to project size may result in a new hearing date as all reviews will be subject to the established cut-off dates.

Will this revision add land to the project?  Yes  No

If "Yes" is checked on the above please ensure you include all items marked with \* on the last page.

Will this revision remove land from the project?  Yes  No

If "Yes" is checked on the above please ensure you include all items marked with + on the last page.

**Email this form along with all submittal items indicated on the next page in pdf form to:**

**[ZoningIntake-DSD@hcflgov.net](mailto:ZoningIntake-DSD@hcflgov.net)**

Files must be in pdf format and minimum resolution of 300 dpi. Each item should be submitted as a separate file titled according to its contents. All items should be submitted in one email with application number (including prefix) included on the subject line. Maximum attachment(s) size is 15 MB.

For additional help and submittal questions, please call (813) 277-1633 or email [ZoningIntake-DSD@hcflgov.net](mailto:ZoningIntake-DSD@hcflgov.net).

***I certify that changes described above are the only changes that have been made to the submission. Any further changes will require an additional submission and certification.***

Christopher S. McNeal  Digitally signed by Christopher S. McNeal  
DN: cn=Christopher S. McNeal, o=McNeal Engineering, Inc., ou, email=cmcneal@mcnealengineering.com, c=US  
Date: 2024.04.02 13:20:54 -04'00'

---

Signature

04/02/2024

---

Date



**Hillsborough  
County Florida**  
Development Services

# Identification of Sensitive/Protected Information and Acknowledgement of Public Records

Pursuant to [Chapter 119 Florida Statutes](#), all information submitted to Development Services is considered public record and open to inspection by the public. Certain information may be considered sensitive or protected information which may be excluded from this provision. Sensitive/protected information may include, but is not limited to, documents such as medical records, income tax returns, death certificates, bank statements, and documents containing social security numbers.

While all efforts will be taken to ensure the security of protected information, certain specified information, such as addresses of exempt parcels, may need to be disclosed as part of the public hearing process for select applications. If your application requires a public hearing and contains sensitive/protected information, please contact [Hillsborough County Development Services](#) to determine what information will need to be disclosed as part of the public hearing process.

Additionally, parcels exempt under [Florida Statutes §119.071\(4\)](#) will need to contact [Hillsborough County Development Services](#) to obtain a release of exempt parcel information.

**Are you seeking an exemption from public disclosure of selected information submitted with your application pursuant to Chapter 119 FS?**  Yes  No

I hereby confirm that the material submitted with application 24-0499

Includes sensitive and/or protected information.

Type of information included and location \_\_\_\_\_

Does not include sensitive and/or protected information.

**Please note:** Sensitive/protected information will not be accepted/requested unless it is required for the processing of the application.

If an exemption is being sought, the request will be reviewed to determine if the applicant can be processed with the data being held from public view. Also, by signing this form I acknowledge that any and all information in the submittal will become public information if not required by law to be protected.

Signature: Christopher S. McNeal

Digitally signed by Christopher S. McNeal  
DN: cn=Christopher S. McNeal, o=McNeal Engineering, Inc, ou,  
email=cmcneal@mcnealengineering.com, c=US  
Date: 2024.04.02 13:21:06 -04'00'

(Must be signed by applicant or authorized representative)

Intake Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Additional / Revised Information Sheet

Please indicate below which revised/additional items are being submitted with this form.

Included	Submittal Item
----------	----------------

1  **Cover Letter\*\*** If adding or removing land from the project site, the final list of folios must be included

2  **Revised Application Form\*\***

3  **Copy of Current Deed\*** Must be provided for any new folio(s) being added

4  **Affidavit to Authorize Agent\*** (If Applicable) Must be provided for any new folio(s) being added

5  **Sunbiz Form\*** (If Applicable) Must be provided for any new folio(s) being added

6  **Property Information Sheet\*\***

7  **Legal Description of the Subject Site\*\***

8  **Close Proximity Property Owners List\*\***

9  **Site Plan\*\*** All changes on the site plan must be listed in detail in the Cover Letter.

10  **Survey**

11  **Wet Zone Survey**

12  **General Development Plan**

13  **Project Description/Written Statement**

14  **Design Exception and Administrative Variance requests/approvals**

15  **Variance Criteria Response**

16  **Copy of Code Enforcement or Building Violation**

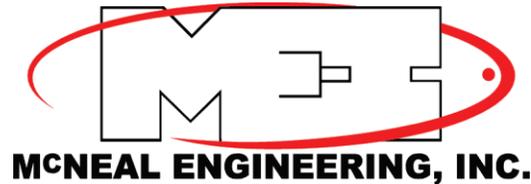
17  **Transportation Analysis**

18  **Sign-off form**

19  **Other Documents** (please describe):

\*Revised documents required when adding land to the project site. Other revised documents may be requested by the planner reviewing the application.

\*\*Required documents required when removing land from the project site. Other revised documents may be requested by the planner reviewing the application.



Hillsborough County  
Development Services  
601 E Kennedy Blvd 20th Floor  
Tampa, FL 33602

Re: **KINGS LANDING LOT 1**  
14508 Berkford Ave  
Hillsborough County  
Folio #003484.8272

Attn: Zoning Department

MEI File #22-051  
April 2, 2024

**REVISED VARIANCE REQUEST**

To Whom It May Concern:

We are submitting a revision to the previously submitted Variance Application for the above referenced project to include an additional variance. The following items are being electronically submitted for your review and records:

- Revised **Variance Application Package**,
- Revised **Variance Critical Response Narrative**, and
- **Zoning Additional/Revised Information Sheet**.

If you have questions, or need additional information, please feel free to contact our office at the phone number listed below. Thank you very much for your assistance.

Sincerely,

Christopher S. McNeal, PE  
**MCNEAL ENGINEERING, INC.**

c: Likelike Way LLC c/o Ferdian Jap *via* email

# Variance Application Package



**Hillsborough  
County Florida**  
Development Services

## Instructions to Applicants for Requests Requiring Public Hearing:

### I. Prior to completing this application:

If you have any questions regarding your proposed project prior to submittal of this application, please email [ZoningIntake-DSD@HCFLGov.net](mailto:ZoningIntake-DSD@HCFLGov.net).

Please ensure you gather items that will need to be submitted prior to submitting your application as incomplete applications will not be accepted. Some of the items necessary may be obtained as follows:

- **Property information** such as folio numbers, future land use, current zoning, section/township/range and other information may be obtained by using the [Hillsborough County Map Viewer](#) and searching for the necessary address in the search bar at the top.
- **Sunbiz Forms** may be obtained by visiting [Sunbiz.org](http://Sunbiz.org).
- **A Copy of the Current Recorded Deed(s)** may be obtained by visiting the Hillsborough County Property Appraiser's website at [HCPAFL.org](http://HCPAFL.org) and conducting a Property Search. Search by folio number or property address and select the correct result. Scroll down to 'Sales History' and select the most recent 'Instrument Number'. Select one of the results to view and save the current recorded deed.
- **Close Proximity Property Owners List** may be requested by emailing [gisdept@hcpafl.org](mailto:gisdept@hcpafl.org). Include all folio numbers and the notice buffer distance area in the request. *Please Note:* If your property has an Agricultural Future Land Use Designation (A, AR, AM, AE) or a Future Land Use Designation of RES-1 you must obtain a list of all property owners within 500 feet of the subject property. For all other Future Land Use Categories you must obtain a list of all property owners within 300 feet of the subject property. If the property contains more than one future land use category, the greatest applicable notice distance shall apply per [LDC Section 10.03.02.E.1](#). If the notice distance extends to include parcels in an adjacent county jurisdiction, those property owners will need to be included in the list. Contact the property appraiser's office for the applicable county jurisdiction to obtain that list.

### II. Application submittal:

Part A and Part B of the submittal requirements include specific requirements and their requisite forms necessary for a complete and sufficient application submission.

- **Part A** will verify the property owner has authorized the application and includes forms and documents needed to verify the area for the proposed change.
- **Part B** includes the specific additional submittal requirements for the type of application being submitted.

Documents must be submitted as separate PDF documents with a minimum image resolution of 300 dpi labeled according to their contents and submitted in a single email to [ZoningIntake-DSD@HCFLGov.net](mailto:ZoningIntake-DSD@HCFLGov.net). Incomplete submittals will receive an email indicating the documents that are missing and will require a full resubmittal.

**IMPORTANT:** Review the entire application (both Parts A and B) for completeness prior to submission. Ensure you have your complete application submitted by 3:00 PM on the [cut-off day for your desired hearing](#) or your application will miss the cut-off and be continued to the next hearing date. Incomplete applications will not be accepted.

### III. Post-application submittal:

Complete submittals will receive a payment request email. The deadline to make the payment is **one business day** after you receive this request. Failure to complete the payment by the deadline will result in application delays and/or additional Fastrack fees. Please view our [current fee schedule](#) for a list of zoning fees. Payments must be made through the [HillsGovHub portal](#). Instructions on how to [create an account](#) and [how to make a payment](#) are also available.

Remember, the Hillsborough County Land Development Code requires public notice for this category of application. After payment is received, you will receive a Letter of Notice that must be sent to all addresses on the Adjacent Property Owners List and/or HOA list. A Certificate of Mailing must also be provided. Instructions on completing your Letter of Notice and obtaining a Certificate of Mailing, will be sent with the Letter of Notice via email. Mailing deadlines and the deadline to submit the certificate of mailing will also be included on this email.



**Hillsborough  
County Florida**  
Development Services

# Submittal Requirements for Applications Requiring Public Hearings

**Official Use Only**

Application No: VAR 24-0499 Intake Date: \_\_\_\_\_  
 Hearing(s) and type: Date: \_\_\_\_\_ Type: \_\_\_\_\_ Receipt Number: \_\_\_\_\_  
 Date: \_\_\_\_\_ Type: \_\_\_\_\_ Intake Staff Signature: \_\_\_\_\_

Applicant/Representative: McNeal Engineering c/o Christopher S. McNeal Phone: (813) 968-1081

Representative's Email: permitting@mcnealengineering.com

The following information is used by reviewing agencies for their comments and should remain constant, with very few exceptions, throughout the review process. Additional reviews, such as legal description accuracy, compatibility of uses, agency reviews, etc., will still be conducted separately and may require additional revisions.

The following ownership information must be provided and will be verified upon submission initial submittal. If you are viewing this form electronically, you may click on each underlined item for additional information.

## Part A: Property Information & Owner Authorization Requirements

Included	N/A	Requirements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Property/Applicant/Owner Information Form</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Affidavit(s) to Authorize Agent</u> (if applicable) NOTE: All property owners must sign either the Application form or the Affidavit to Authorize Agent. If property is owned by a corporation, submit the Sunbiz information indicating that you are authorized to sign the application and/or affidavit.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Sunbiz Form</u> (if applicable). This can be obtained at <a href="http://Sunbiz.org">Sunbiz.org</a> .
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Property/Project Information Sheet</u> All information must be completed for each folio included in the request.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Identification of Sensitive/Protected Information and Acknowledgement of Public Records</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Copy of Current Recorded Deed(s)</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Close Proximity Property Owners List</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Legal Description</u> for the subject site
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Copy of Code Enforcement/Building Code Violation(s)</u> (if applicable)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Fastrack Approval</u> (if applicable)

**Additional application-specific requirements are listed in Part B.**



**Hillsborough  
County Florida**  
Development Services

# Property/Applicant/Owner Information Form

Application No: <u>VAR 24-0499</u>		Official Use Only	Intake Date: _____
Hearing(s) and type: Date: _____	Type: _____	Receipt Number: _____	
Date: _____	Type: _____	Intake Staff Signature: _____	

### Property Information

Address: 14508 Berkford Ave City/State/Zip: Tampa, FL 33625

TWN-RN-SEC: 28-17-02 Folio(s): 003484.8272 Zoning: CPV-A-5 Future Land Use: CPV Property Size: .43 acres

### Property Owner Information

Name: Quy Thi Kim Nguyen & Gia Dat Tran Daytime Phone (727) 452-6984

Address: 14508 Berkford Ave City/State/Zip: Tampa, FL 33625

Email: ferdianj@gmail.com Fax Number N/A

### Applicant Information

Name: Same as above Daytime Phone \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Fax Number \_\_\_\_\_

### Applicant's Representative (if different than above)

Name: McNeal Engineering Inc c/o Christopher S. McNeal Daytime Phone (813) 968-1081

Address: 15957 N Florida Ave City/State/Zip: Lutz, FL 33549

Email: permitting@mcnealengineering.com Fax Number (813) 563-4256

I hereby swear or affirm that all the information provided in the submitted application packet is true and accurate, to the best of my knowledge, and authorize the representative listed above to act on my behalf on this application.

Christopher S. McNeal  
Digitally signed by Christopher S. McNeal  
DN: cn=Christopher S. McNeal, o=McNeal Engineering, Inc, ou, email=cmcneal@mcnealengineering.com, c=US  
Date: 2024.04.02 14:02:27 -04'00'

Signature of the Applicant

Christopher S. McNeal

Type or print name

I hereby authorize the processing of this application and recognize that the final action taken on this petition shall be binding to the property as well as to the current and any future owners. See next page

Signature of the Owner(s) – (All parties on the deed must sign)

Type or print name



**Hillsborough  
County Florida**  
Development Services

# Identification of Sensitive/Protected Information and Acknowledgement of Public Records

Pursuant to [Chapter 119 Florida Statutes](#), all information submitted to Development Services is considered public record and open to inspection by the public. Certain information may be considered sensitive or protected information which may be excluded from this provision. Sensitive/protected information may include, but is not limited to, documents such as medical records, income tax returns, death certificates, bank statements, and documents containing social security numbers.

While all efforts will be taken to ensure the security of protected information, certain specified information, such as addresses of exempt parcels, may need to be disclosed as part of the public hearing process for select applications. If your application requires a public hearing and contains sensitive/protected information, please contact [Hillsborough County Development Services](#) to determine what information will need to be disclosed as part of the public hearing process.

Additionally, parcels exempt under [Florida Statutes §119.071\(4\)](#) will need to contact [Hillsborough County Development Services](#) to obtain a release of exempt parcel information.

**Are you seeking an exemption from public disclosure of selected information submitted with your application pursuant to Chapter 119 FS?**  Yes  No

I hereby confirm that the material submitted with application VAR 24-0499

Includes sensitive and/or protected information.

Type of information included and location \_\_\_\_\_

Does not include sensitive and/or protected information.

**Please note:** Sensitive/protected information will not be accepted/requested unless it is required for the processing of the application.

If an exemption is being sought, the request will be reviewed to determine if the applicant can be processed with the data being held from public view. Also, by signing this form I acknowledge that any and all information in the submittal will become public information if not required by law to be protected.

Signature: Christopher S. McNeal  Digitally signed by Christopher S. McNeal  
DN: cn=Christopher S. McNeal, o=McNeal Engineering, Inc, ou,  
email=cmcneal@mcnealengineering.com, c=US  
Date: 2024.04.02 14:02:46 -04'00'

(Must be signed by applicant or authorized representative)

Intake Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_