Requirements for Vested Rights Determination Application

City of Sanford, Florida

A complete application must include, at a minimum, the following attachments:

- ☐ **Applicant's Affidavit of Ownership & Designation of Agent (Attorney);**
- ☐ **Legal Description of the property and a Survey if available;**
- ☐ **A Title Opinion by an attorney authorized to practice in Florida or a complete abstract of title or other evidence acceptable to the city demonstrating that the applicant has continuously held title to the real property described in the application from the date of the notice of a change in amendatory ordinance in question until the date of application for the permit;**
- ☐ **A complete description of the extent and quality of ownership of real property during the period referenced above;**
- ☐ **A concise and complete recital of the facts, including dates of expenditures or obligation to expend funds, dollar amounts, the nature of expenditures or obligation to expend funds, and other factors which are claimed to support the claim to a vested right to commence, maintain, and complete a specific level, type, nature, density, intensity, or other form of development;**
- ☐ **Identification by specific reference to any ordinance, resolution or other action of the City, or failure to act by the City, upon which the applicant relied and which the applicant believes supports the applicant's position**
- ☐ **Any other information relevant to the standards and matters germane to this request or that may br requested by the City;**
- ☐ **An affidavit under penalty of perjury executed by the applicant before a notary public attesting to the truth, accuracy, and veracity of the application based on the applicant's personal knowledge and all attachments thereto;**
- ☐ **Current Application Fee as established by the City Commission.**

Upon submission the City Manager will determine whether the petition is technically complete and will accept it or request corrections. If deficient, the applicant shall be granted fourteen (14) additional calendar days to provide the information necessary to complete this application. If a response is not submitted within the time allowed the application will be deemed abandoned.

When the application is deemed complete the City Manager shall schedule a public hearing before the City Commission who will make the final determination as to whether or not vested rights have been clearly and convincingly demonstrated.

The City Commission shall consider the application and provide written notification of the determination of vested rights status. If the determination is that vested rights exist the applicant shall have the right to rely upon such written determination and the determination shall be final.

The determination that vested rights allow the issuance of a special permit under this article shall expire and be of no further force or effect, unless construction is actually commenced on the parcel of real property within one (1) year of the date that the order granting the special permit is filed with the City Clerk.

If you have any questions please contact the Department of Planning and Development Services Phone: 407.688.5140 Fax: 407.688.5141 email: EngineeringandPlanning@Sanfordfl.gov