



Marion County Board of County Commissioners

Office of the County Engineer

412 SE 25th Ave.
Ocala, FL 34471
Phone: 352-671-8686
Fax: 352-671-8687

DEVELOPMENT REVIEW COMMITTEE WAIVER REQUEST FORM

Submit the following items for various types of waiver requests to the Office of County Engineer, Development Review, located at 412 SE 25th Avenue Ocala, FL 34471. Waiver requests will not be processed without the required attachments and fees as indicated. If paying by credit card, there is a 2.65% service fee for all credit card transactions bring the fee total to \$307.95. Waivers and required documentation may be submitted on paper or via email to DevelopmentReview@marionfl.org.

A. LAND DEVELOPMENT CODE WAIVERS:

1. Waiver request form filled out completely.
2. Waiver fee of \$300.00 for one or more waivers submitted at the same time (cash, credit card, or check made payable to Marion County BCC).
3. One site plan:
 - a. Clearly indicate the locations of existing and proposed improvement(s) on the site.
 - b. Include the dimensions and/or square footage of the proposed improvement(s).
 - c. Clearly identify adjacent streets.
 - d. Clearly identify existing and/or proposed driveways.
 - e. Indicate which direction is north.
4. If economics is a reason for the waiver request, then provide a cost analysis or industry quote from contractors or professionals licensed to perform such services indicating the cost to comply with the Land Development Code versus the cost saved by obtaining a waiver request.

B. FAMILY DIVISION WAIVERS:

1. Zoning Department review and sign off are required prior to submittal to the Office of the County Engineer.
2. Waiver request form filled out completely.
3. In Section D, include how many acres is being divided from parcel and to which family member(s) (relationship to the property owner).
4. Waiver fee of \$300.00 (cash, credit card, or check made payable to Marion County BCC).
5. Copy of the deed to verify property ownership. The deed may be obtained from the Clerk of the Court's website at www.marioncountyclerk.org.
6. One site plan or aerial photo showing the proposed division(s), the acreage of the parent (remaining) parcel, and the acreage of each proposed division. Indicate all existing and proposed driveways and easements from County road(s) along with the road name(s). An aerial photo may be obtained from <https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=83214c006f4247cea3f68867496a0e4e>



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C. IRRIGATION WAIVERS:

1. Waiver request form, filled out completely.
2. If this request is being made on behalf of an entire community, attach evidence (such as adopted minutes) that the Homeowner's Association or other duly authorized representative body has taken action authorizing this request.
3. Provide a schedule of irrigation dates and times to include a period of time for which the waiver is sought.
4. If this request is because there are multiple zones that cannot be irrigated in the allowed time, attach a scaled and reasonably detailed sketch of the property showing all the different irrigation zones and the landscaped area associated with each zone.

D. STORMWATER COMPLIANCE REQUEST:

1. Waiver request form filled out completely.
2. One site plan or aerial photo.
 - a. Clearly indicate the locations of existing and proposed improvement(s) on the site.
 - b. Include the dimensions and/or square footage of the proposed improvement(s).
 - c. Clearly identify adjacent streets.
 - d. Clearly identify existing and/or proposed driveways.
 - e. Indicate which direction is north.
3. An aerial photo may be obtained from <https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=83214c006f4247cea3f68867496a0e4e>



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Date: 04/24/2026 Parcel Number(s): 35300-000-15, 35474-000-00 Permit Number: 32515

A. PROJECT INFORMATION: Fill in below as applicable:

Project Name: Melody Preserve Commercial Residential
Subdivision Name (if applicable): Melody Preserve
Unit _____ Block _____ Lot _____ Tract _____

B. PROPERTY OWNER'S AUTHORIZATION: The property owner's signature authorizes the applicant to act on the owner's behalf for this waiver request. The signature may be obtained by email, fax, scan, a letter from the property owner, or original signature below.

Name (print): On Top of the World Communities, L.L.C.
Signature: _____
Mailing Address: 8445 SW 80th Street City: Ocala
State: FL Zip Code: 34481 Phone # 352-387-7480
Email address: ld_permits@colenbuilt.net

C. APPLICANT INFORMATION: The applicant will be the point of contact during this waiver process and will receive all correspondence.

Firm Name (if applicable): On Top of the World Communities, L.L.C. Contact Name: Lisa Lazaro
Mailing Address: 8445 SW 80th Street City: Ocala
State: FL Zip Code: 34481 Phone # 352-387-7480
Email address: ld_permits@colenbuilt.net

D. WAIVER INFORMATION:

Section & Title of Code (be specific): _____

Reason/Justification for Request (be specific): We are requesting a waiver to allow for the Type 'E' buffer

along the north property boundary to utilize a fence in lieu of vegetation. The buffer will remain 20' width. The existing vegetation along the north property boundary within the adjacent Liberty Village residential subdivision is mature and will not allow for the buffer to adequately grow as intended. Additionally, we request the fence to continue within the Type 'A' buffer on the property line. The adjacent storage facility currently utilizes a fence on their property boundary so the landscaping will not be a benefit to that parcel.

DEVELOPMENT REVIEW USE:

Received By: _____ Date Processed: _____ Project # _____ AR # _____

ZONING USE: Parcel of record: Yes No **Eligible to apply for Family Division:** Yes No

Zoned: _____ ESOZ: _____ P.O.M. _____ Land Use: _____ **Plat Vacation Required:** Yes No

Date Reviewed: _____ Verified by (print & initial): _____



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