



PENDLETON SOUTH CAROLINA History, Hospitality & Happenings!

VARIANCE APPLICATION (For Variances from the Zoning Ordinance)

SUBMITTAL

For Variance applications, applicant must submit:

- 1) A completed application form with the owner's signature.
2) A drawing (site plan/plot plan/plat) to scale must be submitted showing the property boundaries and dimensions, north arrow, scale, property address, owner's name, all structure's footprints, distance of each structure (STRUCTURE INCLUDES SIGNS) to the nearest property line, label each structure "existing" or "proposed," show all vehicle use areas, parking spaces, and buffer areas (if required), with the variance area highlighted.
3) A written narrative describing and supporting the variance request with information per Section 502.2 of the Zoning Ordinance. See attached supplemental information sheet for details.
4) Application Fee: Residential \$100.00, Commercial \$200.00
5) Deadline is 30 days prior to next meeting for adequate time to advertise request.

Variance Request from Zoning Ordinance Section(s):

Briefly describe variance request (attach description if necessary):

Property Address:

Subdivision Name (if applicable):

Zoning District: Tax Map Number:

Applicant(s) Name (if other than owner):

Address:

Phone number: Email:

Applicant(s) Signature:

Owner(s) Name:

Address:

Phone number: Email:

Owner(s) Signature:

*****OFFICE USE ONLY*****

Date received: Fee Paid: Receipt number:

Date Advertised: Hearing Date: Date Sign Posted:

TOWN STAFF RECOMMENDATION: APPROVED: DENIED:

BOARD OF ZONING APPEALS DECISION: APPROVED: DENIED:

Comments:



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SUPPLEMENTAL INFORMATION SHEET FOR VARIANCES

(Per Section 502 of the Zoning Ordinance)

To authorize upon appeal in specific cases a variance from the terms of the Ordinance as will not be contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of the Ordinance will, in an individual case, result in unnecessary hardship, so that the spirit of the Ordinance shall be observed, public safety and welfare secured, and substantial justice done. Such variance may be granted in such individual case of unnecessary hardship only upon finding by the Zoning Board of Adjustment that all of the following factors exist. This is a provision of Act 487 of 1967 South Carolina Code of Laws.

In order to justify approval of any variance, the Board considers four criteria. Please answer all of the following four items. (Use additional sheets, if needed.) **All questions must be answered.**

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

2. The application of the Ordinance on this particular piece of property would create an unnecessary hardship. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

3. Such conditions are peculiar to the piece of property involved. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the Ordinance or the Land Use Plan, provided, however, that no variance may be granted for a use of land or building or structure that is prohibited in a given district by this Ordinance. **Economic Hardship shall not be deemed the sole basis for relief.** DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

Designation of Agent [complete only if owner is not applicant]:

I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this application:

Date: _____ Owner Signature: _____

Date: _____ Owner Signature: _____