Pender County Planning and Community Development

805 S. Walker Street PO Box 1519 Burgaw, NC 28425



Phone: 910-259-1202 Fax: 910-259-1295 www.pendercountync.gov

Variance Submission

Applications will be considered for the Board of Adjustment hearing and reviewed by Staff only when deemed complete. The application will be regarded as incomplete until the following items are received by the Planning and Community Development Staff.

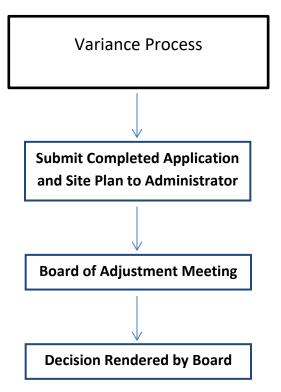
1	Pre-submittal Meeting
	Date of Meeting
2.	Signed Application
3.	Payment
	\$250
4.	Narrative
	A narrative shall be submitted to include the specific Ordinance Section for the requested variance.
5	Digital Submission
	For all documents submitted in paper copy, provide a digital version. These may
	be emailed or uploaded to a share folder. Physical media such as CD or USB
	drives will not be accepted.
	Adjacent Property List
	The applicant shall provide a list of the owners of all properties located within
	500-feet of the perimeter of the project bounds.
7	Adjacent Property Envelopes
	The applicant shall provide a set of business envelopes addressed to each owner
	of all properties located within 500-feet of the perimeter of the project bounds
	accompanied with the amount of postage required for first class postage. Do
	not include return address or company branding on envelopes.

I certify that all information presented in this application is accurate to the best of my knowledge.

Signature of Applicant

Printed Name

Staff Initials:	
Date:	



Pender County Planning and Community Development

Planning Division 805 S. Walker Street PO Box 1519 Burgaw, NC 28425



Phone: 910-259-1202 Fax: 910-259-1295 www.pendercountync.gov

VARIANCE APPLICATION

Applicability

- A. The Board of Adjustment may vary certain requirements of this Ordinance, in harmony with the general purpose of these regulations, where special conditions applicable to the property in question would make the strict enforcement of the regulations impractical or result in a hardship in making reasonable use of the property.
- B. The Board of Adjustment may waive certain requirements when authorized to do so by provisions adopted as a part of this Ordinance.
- C. No variance shall be permitted that would have the effect of allowing a use not permitted in the use table in Section 5.2.3.
- D. No variance shall be permitted that would allow a project to exceed the maximum density as to number of dwelling units to the acre in a Zoning District. This maximum density shall be inclusive of any density bonus allowance or additional units in a planned unit development.
- E. The need for the variance cannot be a result of the owner's own actions and cannot be for strictly economic reasons. The Board of Adjustment may grant variances in the following special circumstances, as indicated elsewhere in this Ordinance.

Findings

In granting any variance, the Board of Adjustment shall make the following findings:

- A. That special or unique circumstances or conditions or practical difficulties exist which apply to the land, buildings or uses involved which are not generally applicable to other land, buildings, structures, or uses in the same zoning districts;
 - 1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property;
 - 2. The hardship results from conditions that are peculiar to the property, such as location, size, and topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance;
 - 3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify granting of a variance shall not be regarded as a self-created hardship;
 - 4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured and substantial justice is achieved.
- B. In making the findings above, the Board of Adjustment may give special weight to the number and percentage of nearby properties that share characteristics for which the variance is requested by the applicant. The Board of Adjustment may grant a variance to expand an existing structure, including the expansion of a nonconforming structure if the findings listed above can be made.

APPLICATION FOR VARIANCE

THIS SECTION FOR OFFICE USE						
Application No.	VA		Dat	e		
Application Fee \$				oice mber:		
SECTION 1: APPL	ICANT I	NFORMATION				
Applicant's Name:			Ow	ner's Name:		
Applicant's Address:				ner's Iress:		
City, State, &				/, State, &		
Zip			Zip			
Phone Number:			Pho	Phone Number:		
Email Address:			Ema	Email Address:		
Legal relationship applicant to landow						
SECTION 2: PRO	JECT INF	ORMATION				
Property Identifica Number (PIN):	ition		Total property acreage:			
Zoning Classification	on:		Varia	nce Size:		
Variance Location &				Township:		
Address Describe Variance	and	Water Provider		Water Provider Waste Water		
amount or type rec				Provider:		
uniount of type requested		NAICS (if applicable):				
SECTION 3: SIGN	IATURES					
Applicant's Signatu	ıre				Date:	
Applicant's Name Printed					Date:	
Owner's Signature					Date:	
Owner's Name Printed					Date:	
		NOTIO	CE TO APP	LICANT:	<u> </u>	
 All applicants set regulations required. An application for Once the application for Once the application for The applicant set conclusions set for Applicant must ar Applicant or age Once the public 	eking a varian ired for variar or a variance s attion has beer and aggrieve eking the vari forth below (F also submit th nt authorized hearing has b	the shall schedule a pre-application of approval. Shall be submitted in accordance advertised in the form of application determined complete, the Advertise in the form of application application of and ance shall have the burden of indings), as well as the burder of indings), as well as the burder in writing must attend the public een advertised, the case will be delay the hearing.	ation conferen- ce with applica ministrator sha ant supplied # presenting ev n of persuasion Variance Checo blic hearing.	all schedule a public hearing and g 10 envelopes with paid first class p idence sufficient to allow the Boarc n on those issues. cklist provided below. s the applicant withdraws the appli	s the procedu ive notice to postage. I of Adjustme	ures, standards, and adjoining/abutting ent to reach the
□ VA Fees \$2	.50			otal Fee Calculation \$		
Payment Method :	Cash :	\$	Credit Car Ma Vis	ister Card	Check:	Check #

Application received by:				Date:		
Application completeness approved by:				Date:		
Date scheduled for public hearing:						