



APPLICATION FOR A VARIANCE

<i>Official Use Only</i>	
P & Z# _____	
Date Rec'd: _____	
Rec'd By: _____	
Amount Paid: \$ _____	

Town of Shallotte • PO Box 2287, Shallotte, NC 28459 • 106 Cheers Street, Shallotte, NC 28470 • Phone: (910) 754-4032 • Fax: (910) 754-2740

All applications for variance must be complete and accompanied by the application fee of **\$460**. The application fee is payable by cash, check, or credit card (credit cards will incur a small processing fee). All checks should be made out to the Town of Shallotte. Applicants will also be responsible for any additional cost of public notices, which will be billed at a later time. All fees must be paid in full before a hearing on the item will be scheduled.

Procedures for a variance are regulated by Article 5 of the Town of Shallotte Unified Development Ordinance (UDO) and by applicable state law. Applications for variance shall be submitted by all owners of the property on which the variance is being sought.

SECTION 1: APPLICANT INFORMATION			
Applicant Name:			
Mailing Address:			
Phone:	Fax:	Email:	
SECTION 2: PROPERTY OWNER INFORMATION (if different from above)			
Owner Name(s):			
Mailing Address:			
Phone:	Fax:	Email:	
SECTION 3: PROPERTY INFORMATION			
Street Address and/or Description of Location:			
Parcel Tax ID #(s):		Zoning District(s):	
Deed Book/Page(s):		Map Cabinet/Page(s):	
SECTION 4: VARIANCE INFORMATION			
What zoning ordinance section numbers are you seeking a variance from? Attach additional sheets as necessary.			
Item	Code Section (e.g., Article 1, Section 1-2 (a))	Code Requirement (e.g., 25-foot rear setback)	Variance Sought (e.g., 21-foot rear setback)

SECTION 4: VARIANCE INFORMATION CONT'D

Detailed description of why the variance is necessary (attach additional sheets as necessary):

Variance Standards: A variance may be granted only if the Zoning Board of Adjustment concludes that strict enforcement of the Ordinance would result in practical difficulties or unnecessary hardships for the applicant and that, by granting the variance, the spirit of the Ordinance will be observed, public safety and welfare secured, and substantial justice done. It may reach these conclusions if it finds that the following standards are satisfied.

Please attach additional sheets explaining how the following standards apply to your situation and attach any evidence you may have to support your position.

- (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, or 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 the 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.

SECTION 5: SUPPLEMENTAL INFORMATION REQUIRED

Each application for variance must include:

- An application fee of \$460.00 in cash or check made payable to the Town of Shallotte.
- A complete application, including proposed text amendment language and justification.

SECTION 6: APPLICANT SIGNATURE

In filing this application, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Signature: _____ Date: _____

Official Use Only

Staff Comments: _____

ZBA Hearing Date: _____ Action: _____ Staff: _____