

City of Walterboro
242 Hampton Street
PO Box 709, Walterboro, SC 29488
843-549-2545-phone, 843-549-9795-fax

Notice of Appeal – Form 1
Board of Zoning Appeals

Date Filed: _____ Permit Application No. _____ Appeal No. _____
BZA Mtg Date: _____ **Time:** **6:00 pm at City Hall**
BZA Deadline: _____ Date \$100.00 Fee Paid: _____

Instructions

This form must be completed for a hearing on **appeal** from action of a zoning official, application for a **variance** or application for **special exception**. Entries must be printed or typewritten. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent. An accurate, legible plot plan showing property dimensions and locations of structures and improvements must be attached to an application for variance or special exception.

THE APPLICANT HEREBY APPEALS [indicate one]:

- From action of a zoning official as stated on attached Form 2.
- For a variance as stated on attached Form 3.
- For a special exception as stated on attached Form 4.

APPLICANT(S) [print] _____
Applicants Address: _____
Telephone: _____ [work] _____ [home]
Interest: _____ Owner(s): _____ Adjacent Owner(s); Other: _____
OWNER(S) [if other than Applicant(s)]: _____
Address: _____
Telephone: _____ [work] _____ [home]
[Use reverse side if more space is needed.]

PROPERTY ADDRESS: _____
Tax Map No. _____ Subdivision _____
Lot Dimensions: _____ Area (Square Footage): _____
Zoning District: _____ Other: _____

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(s)

I (we) certify that the information in this application and the attached Form 2, 3 or 4 is correct.

Date: _____

Applicant signature(s)

City of Walterboro
242 Hampton Street
PO Box 709, Walterboro, SC 29488
843-549-2545-phone, 843-549-9795-fax

Variance Application – Form 3
Board of Zoning Appeals

Date Filed: _____ Permit Application No. _____ Appeal No. _____

BZA Meeting Date: _____ **Time: 6:00 PM** **Place: CITY HALL**

BZA Deadline: _____ Date \$100.00 Fee Paid: _____

PROPERTY ADDRESS: _____

1. Applicant hereby appeals to the board of zoning appeals for a variance from the strict application to the property described in the Notice of Appeal [Form 1] of the following provisions of the zoning ordinance: _____

_____ so that a zoning permit may be issued to allow use of the property in a manner shown on the attached plot plan, described as follows: _____

_____ for which a permit has been denied by a zoning official on the grounds that the proposal would be in violation of the cited section(s) of the zoning ordinance.

2. The application of the ordinance will result in unnecessary hardship, and the standards for a variance set by state law and the ordinance are met by the following facts.

a. There are extraordinary and exceptional conditions pertaining to the particular piece of property as follows: _____

b. These conditions do not generally apply to other property in the vicinity as shown by: _____

c. Because of these conditions, the application of the ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property as follows: _____

d. The authorization of the variance will not be of substantial detriment to adjacent property or in the public good, and the character of the district will not be harmed by the granting of the variance for the following reasons: _____

3. The following documents are submitted in support of this application: _____

_____ [A plot plan must be submitted.]

Date: _____

Applicant Signature
