



Town of Siler City

Office of Planning & Community Development

Variance Application

I, (We) the undersigned, do hereby respectfully make an application to the Board of Adjustment of the Town of Siler City to request a variance as hereinafter requested, and in support of this application, the following facts are shown:

Property Address/ Location: _____

Property Tax Parcel Number (5 Digit): _____

Proposed Use: _____

Applicant Name: _____

Applicant Mailing Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

Property Owner Name: _____

Property Owner Mailing Address: _____

Property Owner Phone Number: _____

Property Owner Email Address: _____

Applicant must submit the following items with the application:

1. Application fee: \$400.00, Receipt #: _____ Date: _____
2. A copy of the Deed for the property.
3. Submit the following on one or more separate sheets of paper:

Timothy Mack
Director, Planning & Community Development
PO Box 769 | 311 N Second Avenue
Siler City, NC 27344-0769

tmack@silercity.gov
919-726-8626
www.silercity.org

To advance a framework for our success through balanced governance, dynamic partnerships, and an engaged community.

- a. Town's Unified Development Ordinance section number in which the variance is being requested from
- b. Detailed explanation of the requested variance
- c. Please comment on the following statements:
 - a. Unnecessary hardship would result from the strict application of the regulation. It is not necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.
 - b. 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. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability.
 - c. 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 is not a self-created hardship.
 - d. The requested variance is consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured, and substantial justice is achieved.
4. Submit one (1) copy (not less than 11"x17") and one (1) electronic (PDF) copy of an as-built survey that includes the following features:
 - a. The size of the subject property
 - b. All property lines (with dimensions identified) and minimum building lines
 - c. Adjoining public street right-of-ways, private streets, pavements widths
 - d. Location of all existing and proposed improvements (driveways, roads, site distance triangles, etc.) and structures (including number of stories and gross floor area, fencing, retaining walls, etc.)
 - e. All existing and proposed parking areas including the total number of spaces (dimensions, drive isle widths, handicap parking spaces, defined perimeter of parking area)
 - f. Topographical features (streams, ditches, etc.), required vegetative buffers, floodways and 100-year floodplains
 - g. Provide a landscaping plan that includes required screen type, parking lot shade trees, and existing vegetation
 - h. Proposed total area of disturbance, limits of disturbance, stormwater drainage, grading, berms, and erosion controls
 - i. Proposed and existing water and sewer lines, fire hydrants, outdoor lighting, garbage dumpsters/carts, utility easements
 - j. North arrow, legend, scale, and date of map
 - k. Name of person or firm preparing the map

Application Deadline

Applications for the next regularly scheduled Board of Adjustment meeting must be submitted to the Town Planner no later than twenty (20) working days prior to the Board of Adjustment regular meeting (2nd of Monday of each month). Application submitted after the deadline shall be heard the month following the next regular meeting.

I, applicant, hereby certify that all of the information, including attachments, contained herein are true and correct to the best of my knowledge and belief. I further certify that I

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am authorized by the owner to make the foregoing application, and that, before I accept approval the owner shall be made aware of all conditions of approval. I will notify the Planning Director of any changes in the approved plans and specifications for the project approved herein. I authorize the Town of Siler City to conduct any necessary site inspections.

Applicant Signature: _____ Date: _____

PROPERTY OWNER SIGNATURE

I (We), _____, _____

being the Owner(s) understand that failure to address any item in these requirements may result in the request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

Property Owner Signature _____ Date _____

Property Owner Signature _____ Date _____

Sworn to and subscribed before me, this the _____ day of _____,
20____.

Notary Public _____

My Commission Expires:

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