



CITY OF JACKSONVILLE, NC
BOARD OF ADJUSTMENT VARIANCE APPLICATION

Applicant _____ Owner _____

Address _____ Address _____

Telephone _____ Telephone _____

Applicant Email _____

Legal relationship of applicant to property owner _____

Purpose of permit _____

Property location _____

(Street address)

Tax map & parcel number _____

Lot size _____ square feet _____ Zoning district _____

No. buildings to remain _____ Gross floor area to remain _____

No. buildings proposed _____ Gross floor area of proposed buildings _____

Total acreage of land to be disturbed _____ acres

Estimated cost of project \$ _____

If needed to illustrate appeal or request for variance, attach plot plan. Also, a survey of the site prepared by a registered surveyor licensed to practice in North Carolina may be required.

Signature of applicant

Date

Check the status of your application online at <https://click2gov.ci.jacksonville.nc.us/Click2GovBP/index.html>

CITY OF JACKSONVILLE, NC

APPLICATION FOR A VARIANCE

Month _____ Day _____ Year _____

TO THE JACKSONVILLE BOARD OF ADJUSTMENT:

I, _____, hereby petition the Board of Adjustment for a VARIANCE from the literal provisions of the City of Jacksonville Unified Development Ordinance (UDO) because, under the interpretation given to me by the Zoning Enforcement Officer, I am prohibited from using the parcel of land described in the attached form in a manner shown by the plot plan attached to that form. I request a variance from the following provisions of the ordinance (**cite paragraph numbers, dimensions, etc...**):

so that the above-mentioned property can be used in a manner indicated by the plot plan attached, or if the plot plan does not adequately reveal the nature of the variance, as more fully described herein: [If a variance is requested for a limited time only, specify duration requested.]

Factors Relevant to the Issuance of a Variance

The Board of Adjustment does not have unlimited discretion in deciding whether to grant a variance. Under Article 2.3.I of the City of Jacksonville Unified Development Ordinance (UDO), the Board is required to reach specific standards before it may issue a variance. The variance standards are found in North Carolina General Statutes 160A-388. In the spaces provided below, indicate the *facts* that you intend to show and the *arguments* that you intend to make to convince the Board that it can properly reach all four of the following required conclusions.

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.

Note: If more space is required, please attach additional sheet.

I certify that all of the information presented by me in this application is accurate to the best of my knowledge, information, and belief.

Signature of Applicant

Date

OFFICIAL USE ONLY

Application No. _____

Date _____

Permit Fee _____

Receipt # _____