



# APPLICATION FOR VARIANCE

*Official Use Only*

Case #: \_\_\_\_\_  
Date Rec'd: \_\_\_\_\_  
Rec'd By: \_\_\_\_\_  
Amount Paid: \$ \_\_\_\_\_

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Town of Lake Waccamaw • PO Box 145 • 205 Flemington Drive • Phone: (910) 646-3700 • Fax: (910) 646-3860

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**General Information:** All applications must be complete and accompanied by the application fee, payable by cash or by check made payable to the Town of Lake Waccamaw. All fees must be paid in order for the application to be deemed complete. Applicants are responsible for attending all Board of Adjustment meetings where the case will be considered.

**Variance Information:**

Per N.C.G.S. 160D-705, a Variance is described as follows:

When unnecessary hardships would result from carrying out the strict letter of a zoning regulation, the board of adjustment shall vary any of the provisions of the zoning regulation upon a showing of all of the following:

- (1) 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.
- (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. 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.
- (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 is not a self-created hardship.
- (4) 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

It is the responsibility of the applicant to demonstrate to the Board of Adjustment in the evidentiary hearing that each of the four standards described above have been met by providing competent, material, and substantial evidence into the record.

The procedures for Variances are regulated by the Zoning Ordinance and by applicable state law. Variances will be considered by the Board of Adjustment in an evidentiary hearing, as described in North Carolina General Statute (N.C.G.S) 160D-406.

**SECTION 1: APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**SECTION 2: OWNER INFORMATION** \*If applicant is different than owner, documentation of authority to act on owner's behalf is required.

Landowner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**SECTION 3: PROPERTY INFORMATION**

Current Zoning District: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Address: \_\_\_\_\_

**SECTION 4: VARIANCE REQUEST**Description of Variance, including relevant article and section of the Zoning Ordinance: \_\_\_\_\_  
\_\_\_\_\_**SECTION 5: SUPPLEMENTAL INFORMATION REQUIRED**

Each application for a Variance must include:

- ☐ A complete application
- ☐ Description of variance or narrative
- ☐ Application fee, payable by cash or check made payable to the Town of Bolivia

**SECTION 6: APPLICANT & OWNER SIGNATURES**

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

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner Signature (if different from applicant): \_\_\_\_\_

Date: \_\_\_\_\_

*Official Use Only*Staff Comments: \_\_\_\_\_  
\_\_\_\_\_

Board of Adjustment Hearing Date: \_\_\_\_\_ Action: \_\_\_\_\_