

**Town of St. George**  
APPEAL / VARIANCE REQUEST  
APPLICATION

**Instructions:** Applicants must complete and submit this form and fee with all the required information to the Town of St. George 305 Ridge Street St. George, SC 29477. **Appeals:** Any person who feels an injustice has been done from a decision or interpretation made by the Zoning Administrator may initiate an Appeal. An Appeal shall be commenced within 15 days following a receipt of a written decision from the Zoning Administrator. The Zoning Administrator will have (7) days to investigate the matter and attempt to amend the decision. Should the Applicant need additional consideration, the Zoning Administrator will forward the Appeal to the Board of Zoning Appeals for their review and decision. **Variations:** Any property owner who feels they should be exempt from a provision of the Zoning Ordinance may request a Variance. The Zoning Administrator will have (7) days to investigate this matter and either resolve the Variance or refer it to the Board of Zoning Appeals for their review and decision.

**Office Use Only**

Board of Zoning Appeals Meeting Date: \_\_\_\_\_

Property location/address: \_\_\_\_\_ TMS# \_\_\_\_\_ Zoning: \_\_\_\_\_

Variance Request for: \_\_\_\_\_

Variance Requested for:  Front Setback  Rear Setback  Side Setback  Lot Size  Other \_\_\_\_\_

Appeal Requested for: \_\_\_\_\_

Property location/address: \_\_\_\_\_ TMS# \_\_\_\_\_ Zoning: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

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

Daytime Phone(s): \_\_\_\_\_ Fax No.: \_\_\_\_\_

Applicants Relationship: (If Not Property Owner)

Attorney  Design Professional  Contractor  Real Estate Agent  Other \_\_\_\_\_

**Required Application Information:**  Recorded Plat of Property  Tree Survey

❖ An Application is not complete until all required information is submitted.

I hereby acknowledge by my signature that the forgoing application is complete and accurate and I am the owner of the subject property or the authorized representative of the owner. I authorize the subject property to be posted and/or inspected. All fees are non-refundable.

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

**Office Use Only**

Date Received: \_\_\_\_\_ Fee: \_\_\_\_\_ Cash/Check#: \_\_\_\_\_ Rcpt#: \_\_\_\_\_ Staff: \_\_\_\_\_

**Applicants for variances must complete the following:**

Applicant hereby appeals to the Board of Zoning Appeals for a Variance from the strict application of the Zoning Ordinance to the property described on this application so that a zoning permit may be issued to allow use of the property in a manner shown on the attached site plan, described as follows: \_\_\_\_\_  
\_\_\_\_\_

Applicant must explain how strict application of the Ordinance will result in an unnecessary hardship, and how the standards for a Variance set by the Zoning Ordinance are met by answering the following questions:

- a) What extraordinary and exceptional conditions pertain to the particular piece of property: \_\_\_\_\_  
\_\_\_\_\_
- b) Explain why these conditions are peculiar to this particular property: \_\_\_\_\_  
\_\_\_\_\_
- c) Explain how, because of these conditions, the application of the Ordinance to the particular piece of property would create an unnecessary hardship: \_\_\_\_\_  
\_\_\_\_\_
- d) Explain why authorization of a Variance will not be of substantial detriment to the adjacent property or to the public good or impair the purpose and intent of the Zoning Ordinance: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Planning Staff Use Only**

Staff Review:

- Approved    Denied    Forwarded to Board of Zoning Appeals

Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**Board of Zoning Appeals Use Only**

The Board of Zoning Appeals has heard this Application of the above referenced property. It's findings are as follows:

- Approved    Approved with Conditions    Deferred    Denied

Conditions: \_\_\_\_\_  
\_\_\_\_\_

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_ Vote: \_\_\_\_\_  
\_\_\_\_\_