



**VARIANCE & SPECIAL EXCEPTION
REQUEST APPLICATION**
 Colleton County Planning and Development
 P.O. Box 98 - 31 Klein Street - Walterboro, SC 29488
 Main Phone # (843) 549-1709 Fax # (843) 549-9014

INSTRUCTIONS: Applicants must complete and submit this form, with the Application Fee and all required supporting documentation to the Planning & Development Department by the Application Submittal Deadline, in order to have their case heard at the next regularly scheduled meeting of the Zoning Board of Appeals (ZBA).
 *The ZBA may hear requests ONLY for those USES listed as Special Exceptions in each Zoning District.
 **All Variance requests must be accompanied by an explanation of the Hardship, or why the strict application of the Code(s) is necessitating the Variance request. (Hardships that were created by the applicant or Variances without a justifiable Hardship will not be heard by the Zoning Board of Appeals)

Date Application Submitted: ___ / ___ / ___ Next Regular Meeting Submittal Deadline: ___ / ___ / ___
 Case Number: _____ will be heard by the ZBA at their ___ / ___ / ___ Regular Meeting.

AUTHORIZED/LEGAL REPRESENTATIVE (if applicable)

Name of Representative: _____ Phone (___) _____
 Mailing Address _____ City _____ State ___ Zip Code _____
 Email: _____ (Circle one) Attorney / Agent / Realtor / Family Member / Other: _____

PROPERTY OWNER

Name of Property Owner: _____ Phone (___) _____
 Mailing Address _____ City _____ State ___ Zip Code _____
 Email Address: _____
 Are you presenting your case at the Hearing? YES or NO If "NO", also Fill in Representative Box above.

SPECIAL EXCEPTION INFORMATION & SUBJECT SITE LOCATION

Subject Site Address: _____ Tax Map # ___ - ___ - ___ - ___
 City _____ State _____ Zip Code _____
 Directions to Subject Site: _____
 Acreage: _____ Current Zoning District: _____ Special Exception USE Requested: _____
 This USE is allowed in my Zoning District if approved by the ZBA as a Special Exception? YES or NO
 I am requesting this USE for the following Purpose(s): _____

VARIANCE REQUEST & HARDSHIP INFORMATION

I am requesting A Variance to the following Colleton County Code(s): _____
 To allow me to do the following on my property: _____
HARDSHIP INFORMATION – The reason I need to request a Variance is because the strict application of the above-stated Code(s) won't allow me to do what I want with my property because: _____

By my signature below, I do hereby certify as the (circle one) Property Owner or Authorized/Legal Representative that the information shown on this application is correct.

Signed _____ Date _____