

Application Date: _____

Application #: _____

Craven County

Planning and Inspections
2828 Neuse Blvd.
New Bern, NC 28562
Planning- (252) 636-6618 Fax (252) 636-5190
Permitting/Inspections- (252) 636-4987
Fax (252) 636-4984

Office Use Only	
Number of Adjoining Parcels: _____	
Postage Due: \$ _____	Paid? Yes ___ No ___
\$150.00 Fee Paid? Yes ___	No ___

ZONING VARIANCE

Submit with General Information Sheet

Applicant/Property Information

Name: _____

Address of property in question: _____

Parcel ID #: _____ - _____ - _____ Current Zoning Designation: _____

Variance Conditions of Ordinance

A variance may only be granted if the Board finds that **ALL** of the following findings are made. The applicant must complete each of the following questions in as much detail as possible. Use additional paper if necessary.

1. Describe the special condition or circumstance that exists which is peculiar to the land, structure, or building involved and which is not applicable to other land, structures, or buildings in the same zone:

2. Describe how literal interpretation of the provisions of the ordinance would deprive you, the applicant, of rights commonly enjoyed by other properties in the same zone under the terms of the ordinance:

3. Are the special circumstances described above a result of the actions of you, the applicant? Yes ___ No ___
Explain, if necessary:

4. Will the granting of this variance confer on you, the applicant, any special privilege that is denied to other land, structures, or buildings in the same district? Yes ___ No ___

5. Have you, the applicant, obtained a determination from the Federal Aviation Administration as to the effect of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable air space? (this document must be attached to this application or it will not be considered) Yes ___ No ___

A copy of this completed application must be furnished to the Airport Manager for advice as to the aeronautical effects of the variance. This request **will not be considered** until the Airport Manager provides written recommendation for approval. This request for a variance, along with all other requested materials, must be filed with the Craven County Zoning Administrator. Upon receipt of such materials, the Zoning Administrator shall schedule a time and date for a hearing. The Zoning Administrator shall furnish all adjoining property owners with written notices of the hearing within ten days prior to the date of the hearing, and shall publish a notice of public hearing once a week for two consecutive weeks in the newspaper.

I hereby certify that I am, or have been authorized by, the owner of the property described above and that all information is true to the best of my knowledge. I understand that the administrative and postage fees associated with this variance request are nonrefundable, and in paying such fees, I am not assured approval of the variance. I further understand that the burden of evidence to show compliance with conditions of the ordinance rests with me, the applicant.

Applicant Signature _____ **Date** _____

OFFICE USE ONLY

Have all of the conditions of the ordinance been met (Section 8.4(2))? Yes_____ No_____

Has the Airport Manager submitted written recommendation for approval? Yes_____ No_____

Board of Adjustment Hearing Date:_____

Dates of publication for public hearing:_____, _____

Board of Adjustment Decision : APPROVED_____ DENIED_____

Conditions/Comments_____

Zoning Administrator Signature _____ Date_____