



Special Exception Guide

What Is a Special Exception?

A Special Exception is an exception issued by the Board of Zoning Appeals authorizing a particular land use at a specified location. There is an added level of scrutiny for Special Exceptions because of the potential for these uses to have a undesirable impact on neighboring properties when not managed properly.

Not only does the Board of Zoning Appeals determine whether a particular Special Exception will be allowed at a specified location, but the Board may also prescribe appropriate conditions and safeguards to protect the surrounding neighborhood and community.

What Is the Process for a Special Exception?

1 Submit an Application

- Submit the application, including required attachments, to the Planning & Zoning Office at Simpsonville City Hall

2 Staff Review

- City staff will review your application to make sure that it is complete
- City staff will send your application, along with its own report, to the members of the Board of Zoning Appeals
- City staff will **place a sign in your yard** advertising the Board's meeting

3 Board Meeting

- The Board typically meets on the 3rd Tuesday of the month at 6:30 pm at City Hall
- You will be expected to attend the meeting to formally present your request and to answer any questions from the Board
- At the meeting, the Board will also provide an opportunity to anyone else in attendance to speak regarding your proposal

4 Board Decision

- At the meeting, the Board will vote on your application
- Once approved, you are authorized to proceed with applying for whatever other permits and/or licenses may be required

What Are the Criteria for a Special Exception?

The Board can only approve a Special Exception when it finds that it meets the following criteria:

- A. The use is allowed as a Special Exception in the zoning district;
- B. It is consistent with the spirit, purpose and intent of the City's Comprehensive Plan;
- C. It is consistent with the "purpose and intent" statement of the applicable zoning district;
- D. It is compatible with the character of the neighborhood and the zoning district;
- E. It is compatible with the adjacent and nearby properties;
- F. It will not have an adverse effect on any site or feature of historical, cultural, natural, or scenic importance;
- G. It promotes safe and efficient pedestrian and vehicular circulation consistent with the area;
- H. The adjacent streets and highways are or will be adequate to carry any additional traffic generated by the proposed use;
- I. It will be adequately served by public facilities and services, such as police, fire, sewer, etc.;
- J. It will not be hazardous, detrimental, or disturbing to the natural environment or to public health, safety and welfare by reason of excessive traffic, noise, smoke, odor, or other such nuisances;
- K. It will conform to any specific criteria or conditions specified for the use; and
- L. It will comply with other applicable provisions of the Simpsonville Zoning Ordinance.