



CITY OF SIMPSONVILLE SPECIAL EXCEPTION | VARIANCE | APPEAL APPLICATION

SITE/PROPERTY LOCATION:

Property Address: _____ Tax Map Number: _____

APPLICANT: _____

Mailing Address: _____ City, State, Zip: _____

Phone Number: _____ E-mail Address: _____

PROPERTY OWNER (if different from Applicant): _____

Mailing Address: _____ City, State, Zip: _____

Phone Number: _____ E-mail Address: _____

Name of the Development/Project (if applicable): _____

Reason for Application (be specific): _____

Type of Request (please check the appropriate box):

- Variance from Section _____ of the Zoning Ordinance
- Special Exception for _____
- Appeal of an Administrative Decision Related to the Zoning Ordinance
- Other: _____

- Submittal Checklist*: Consent Letter from Property Owner (if application is not signed by property owner)
- Cover Letter explaining your request in detail
- Application Fee – \$100 (or \$50 for a variance at a single-family residential property)
- Site Plans† – 1 printed copy/1 PDF copy

*Staff reserves the right to request additional information and/or materials as necessary

† At a minimum the site plan should depict the location and dimension of property lines, buildings, structures, and paved surfaces

I do hereby certify as property owner/authorized agent that the information shown on this application and any attached forms and/or plans are correct.

Signature **Printed Name** **Date**

FOR CITY STAFF USE ONLY			
Date Received: _____	By: _____	Docket #: _____	Zoning District: _____
Comments: _____		Date of BoZA Review: _____	
_____		<input type="checkbox"/> APPROVED (<input type="checkbox"/> with conditions) <input type="checkbox"/> DENIED	