



## TOWN OF YADKINVILLE APPLICATION FOR VARIANCE

***NOTE: applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Board of Adjustment members or Planning Board members prior to the public hearing.***

This application will not be processed unless all information requested is provided. Please allow up to 3-5 business days for review and approval. The Town of Yadkinville Land Use Ordinances can be found online at [www.yadkinville.org](http://www.yadkinville.org). Attach any additional information requested to complete this application.

Applications may be submitted during normal business hours at the Town Hall. Before doing so, please review the following checklist of required information so that your permit approval will not be unnecessarily delayed. The application must be signed by the property owner(s) or their authorized representative.

Pursuant to Section 9-3-146 of the Town of Yadkinville Land Use/Zoning Ordinances, an owner of land within the jurisdiction of the Town (or duly authorized agent) may petition the Board of Adjustment for relief from a requirement of the ordinances and to permit construction in a manner otherwise prohibited by this ordinance where specific enforcement would result in unnecessary hardship. In granting variances, the Board of Adjustment may impose such reasonable conditions as will insure that the use of the property to which the variance applies will be as compatible as practicable with the surrounding properties.

Variance applications must be accompanied by nine (9) sets of complete application, nine (9) sets of required plans, an Owner's Consent Form (attached) and the application fee. All fees are due when the application is submitted.

### **The following items are required to process the application for variance:**

- The application fee as adopted in the annual fee schedule. The fee is non-refundable. (Cash, check, or credit card) payable to the "Town of Yadkinville."
- Nine (9) sets of complete application and all required plans (please see the plan requirements checklist). Digital versions of all submittal attachments, plats, and plans. Digital submittals must be in .jpeg or .pdf format.
- Complete Variance Application including ordinance references for variance, statement of justification, and findings of fact.
- Owner Consent Form
- Any other applicable documentation
- Copy of deed(s) providing ownership of property.