

# APPLICATION FOR SUBDIVISION VARIANCE



DATE \_\_\_\_\_

CASE NO. \_\_\_\_\_

ADDRESS OF PROPERTY FOR WHICH VARIANCE IS REQUESTED \_\_\_\_\_

REQUEST FOR VARIANCE(S) FROM THE FOLLOWING (SUB)SECTION(S) OF THE  
SUBDIVISION REGULATIONS \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

REASON FOR REQUEST

\_\_\_\_\_  
SIGNATURE OF APPLICANT



- Such variance will not conflict with the requirements of the [Zoning Regulations](#) of the City.

**Please note that:**

- The fact that the application of the Subdivision Regulations is causing (or perceived to be causing) inconvenience or financial disadvantage **may not** be considered grounds for granting a variance.
- Ten copies** of the proposed plat or site plan (and any other exhibits) must be submitted with this application. With regard to the subject plat or site plan:

Yes	No	N/A	<b>Prior to submitting this application:</b>
			This <b>plat</b> has been submitted for staff review through the plat review process. If yes, plat #: <input type="text"/>
			The applicant has received staff comments on this <b>plat</b> submittal.
			The applicant has revised and resubmitted this <b>plat</b> to staff based on the staff comments prior to filing this application.
			This <b>site plan</b> has been submitted for staff review through the permitting process. If yes, application ID#: <input type="text"/>
			The applicant has received staff comments on this <b>site plan</b> submittal.
			The applicant has revised and resubmitted this <b>site plan</b> to staff based on the staff comments prior to filing this application.

**Note:** While it is encouraged that a plat and/or site plan be submitted and reviewed by staff prior to applying for a variance, it is not *required*.

**THIS APPLICATION MUST BE COMPLETED IN ITS ENTIRETY PRIOR TO SUBMITTAL**

Per [Section 18-4\(b\)](#), applicants requesting a variance from the Subdivision Regulations are required to complete this application and file it with the City’s Planning Department four (4) weeks prior to the next Planning Commission meeting. The Planning Commission normally meets the second Monday of the month at 6:00 p.m. in the Buist Conference Room, Third Floor at North Charleston City Hall (2500 City Hall Lane). Interested parties are invited to attend. For questions concerning this application, please call (843) 740-2571.