Special Exception Application

(For Zoned Areas Only)

Processing Fee:$375.00

Please submit applications and processing fees simultaneously to avoid delay in processing

Applications can be submitted by email, or if supporting documents (reference page 3) is greater than 10 pages, applications should be mailed or brought in person.
For payment cash(in-person only), check (in-person or by mail), and cards(call to pay over phone) are accepted.

Date Application Received

Application Status (Approved or Denied)

All special exception applications are required to go before the Anderson County Board of Zoning Appeals. All applicants are strongly encouraged to attend the Board of Zoning Appeals public hearing in which their application is to be reviewed.

Deadlines for all special exception applications and supporting documents are due by the first business day of each month.
Applications and supporting documents that are submitted by the first of each month will go before the Board of Zoning Appeals the following month (example: deadline is July 1st, application and supporting documents are submitted by July 1st, request will go before the board in August). Those that do not submit applications and supporting documents before the first of each month, the request will automatically be delayed and will not go before the board until both the application and supporting documents are received (example: due date July 1st, application submitted July 2nd, request will not appear before the board until September) (Date for request to appear before the board is continuously extended (by month) until both applications and supporting materials are received).

Applicant's Information

Name: _____

Mailing Address: _____

Telephone and Fax: _____ E-Mail: _____

Owner's Information

(If Different from Applicant)

Name: _____

Mailing Address: _____

Telephone and Fax: _____ E-Mail: _____

Designation of Agent: (Complete only if owner is not the applicant)

I (We) hereby appoint the person named the Applicant as my (our) agent to represent me (us) in this request for a special exception.

Owner's Signature _____ Date _____

Project Information

Property Location: _____

Parcel Number(s)/TMS: _____

County Council District: _____ School District: _____

Total Acreage: _____ Current Zoning: _____

Requested Special Exception: _____

Purpose of Special Exception: _____

Have you researched your Private Covenants/Deed restrictions at the Anderson County Register of Deeds?
Yes:☐ No:☐ Date visited ROD or Date searched online._____

Private Covenants or Deed Restrictions on the Property: Yes _____☐_____ No_____☐_____

If you indicated no and covenants/deed restrictions are discovered after application submittal, the application will be removed from the agenda and any approvals granted by the Board of Zoning Appeals will be null and void. If you indicated no, your signature is required.

If you indicated yes, please provide a copy of your covenants and deed restrictions with this application – pursuant to State Law (Section 6-29-1145: July 1, 2007) – determining existence of restrictive covenants. Copies may be obtain at the Register of Deeds Office. It is the applicant's responsibility for checking any subdivision covenants or private covenants pertaining to the property.

Comments: _____

_____

_____

_____

_____

Please attach an accurate, legible plot plan showing the dimensions and locations of structures and improvements of the property to this application.

_____

For Office Use Only:

Application Received By: _____ Date Complete Application Received: _____

Application Fee Amount Paid: _____ Check Number: _____

Scheduled Board Hearing Date: _____

Land Use/Board of Zoning Appeals' Decision: _____

Special Exception Application Checklist

Anderson County Code of Ordinances Chapter 48 Zoning- Article 7.- Provisions for uses permitted by special exception

Section 7:1.- General Provisions

The board of zoning appeals may issue permits for those uses permitted by special exception which are in accordance with the provisions of this chapter and the specific conditions set forth below. The board shall determine that:

A. The use meets all required conditions.
B. The use is not detrimental to the public health or general welfare.
C. The use is appropriately located with respect to transportation facilities, water supply, fire and police protection, waste disposal, and similar services.
D. The use will not violate neighborhood character nor adversely affect surrounding land uses.

Anderson County Code of Ordinances Chapter 48 Zoning- Article 9.- Board of Zoning Appeals Section 9:5.-Powers and Duties

Section 9:5.1 Review. The board shall hear and decided appeals where it is alleged there is error in any order, requirements, decision, determination made by the zoning administrator in the enforcement of this chapter

Section 9:5.3 Uses permitted by special exception. The board of zoning appeals may hear and decide upon uses permitted by special exception specifically authorized by the terms of this chapter. A use permitted by special exception shall not be authorized by the board unless and until:

A. A written application is submitted.
B. Notice shall be given at least 15 days in advance of a public hearing in a newspaper of general circulation.
C. A public hearing shall be held.
D. The board shall make findings.
E. The board shall make written findings certifying compliance with the regulations governing the special use.

The following checklist is to aid the applicant in providing the necessary materials for submittal.

Application Submittal Requirements

- ☐ Completed and Signed Special Exception Application
- ☐ $375 Processing Fee
- ☐ Site Plan or diagram of property for the proposed special exception
- ☐ Clear Statement of why the special exception is being requested
- ☐ Valid contact information on application
- ☐ Covenants and Deed Restrictions (Can be obtained from Anderson County Register of Deeds)

The Development Standards Staff will recommend approval or denial to the Board of Zoning Appeals at a scheduled Public Hearing . Applicants are notified of the date, time, and location of this meeting, and must attend in case questions arise. The Board of Zoning Appeals will make the final decision.

As the applicant, I hereby confirm that the required information and materials for this application are authentic and have been submitted to Development Standards.

Applicant's Signature _____ Date _____

Anderson County Development Standards * 401 East River Street * Anderson, South Carolina 29624
Phone: (864) 260-4719 * Fax: (864) 260-4795
Email: dsapplications@andersoncountysc.org