



**Town of Elon
Board of Adjustment
Variance Application**

The Elon Board of Adjustment is a quasi-judicial body responsible for hearing and deciding appeals, variance requests, and interpretations of the Elon Land Development Ordinance. In doing this, the board is charged with upholding the purpose and intent of the development ordinance when there are practical difficulties or unnecessary hardships that result from carrying out the strict letter of the law.

The application is a form of written testimony, and used to provide evidence that the required findings for approval can be made. In addition to the application materials, the applicant may provide any other written, drawn or photographed material to support his/her request and as permitted by the Board of Adjustment. Any such additional material submitted will become part of the application, and as such cannot be returned. Attendance at the hearing is required. Applicants may represent themselves or may be represented by someone appropriate for quasi-judicial public hearings. The applicant has the burden of proof and must provide sufficient evidence in order for the required findings to be made. The public hearing will allow the applicant, proponents, opponents and anyone else the opportunity to speak and ask questions in regards to the request. An application may be approved, approved with conditions, continued for more information, or denied. Decisions can be appealed to Superior Court within 30 days

The Board of Adjustment meets the third Tuesday of each month at 7:00 pm at Elon Municipal Building as needed. This application must be completed by the applicant and/or property owner and signed by the property owner. Applications are due no later than 5:00 pm on the first Friday of the month prior to the meeting with a \$200.00 non-refundable filing fee.

Case Number: _____

Application Date: _____ **Meeting Date:** _____

Variance: _____ **Approved** _____ **Denied**

Decision Date: _____

Board of Adjustment Chair Signature (print & sign): _____

Address or location for variance request: _____

Property Zoning: _____

Alamance County Tax Parcel Identification Number: _____

Alamance County GPIN: _____

Variance procedures are outlined in Section 8.5.3 of the Elon Land Development Ordinance. The Board of Adjustment may only grant a variance following a public hearing on the matter and having made the following findings of fact.

1. There are practical difficulties or unnecessary hardships that would result from carrying out the strict letter of this ordinance. The Board of Adjustment may reach this conclusion if it finds that:
 - a) if the applicant complies with the provisions of this ordinance, no reasonable use could be made of the property;
 - b) the hardship of which the applicant complains results from unique circumstances related to the applicant's property;
 - c) the hardship results from the application of this ordinance to the property; and
 - d) the hardship is not the result of the applicant's own actions.
2. The variance is in harmony with the general purpose and intent of this ordinance and preserves its spirit.
3. The granting of the variance assures the public safety

*****An affirmative 4/5 majority of members present vote is required for a variance***

The applicant is required to answer the following questions as part

1) Variance requested from Ordinance Section: _____

2) Reason(s) for variance: _____

3) Ordinance provisions require: _____

I, _____, hereby petition the Town of Elon Board of Adjustment for a Variance from the literal provisions cited above to allow use of the property as described on this form and in material submitted with this request.

Property Owner Information (please print):

Property Owner Name(s): _____

Address: _____

Telephone: _____ **Email:** _____

Property Owner Signature: _____

Agent Information (please print):

Contact Person(s): _____

Address: _____

Telephone: _____ **Email:** _____

Agent Signature: _____

Applicant Information (please print):

Applicant Name(s): _____

Address: _____

Telephone: _____ **Email:** _____

Applicant Signature: _____

To be completed by staff only:

Date application received: _____ **Time received:** _____

Received By: _____