

Office Use Only

Case No.: _____ Received By: _____ Date: _____

Application Fee: _____ Receipt No: _____ Date of Meeting: _____

Baldwin County Subdivision Variance Application

Central Annex
22251 Palmer St.
Robertsdale, Al. 36567
Phone:251-937-0278
Fax:251-580-1656

Applicant

Are you the property owner? **yes** **no**
(If you are not the property owner you must submit Owner Authorization Form signed by the property owner)

Name: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: (____) ____ - ____ Fax: (____) ____ - ____ e-mail: _____

Site Information

Location of Property: _____

Parcel ID Number: 05-____ - ____ - ____ - ____ - ____ . ____

Legal Description: _____

Flood Zone: _____ Planning District: _____ Zoning: _____

The purpose of this Variance is to allow:

What are the conditions which prevent you from using this property in accordance with the current Subdivision Regulations? (Attach written justification as needed)

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this variance and that no refund of these fees will be made. I have reviewed a copy of the applicable subdivision regulations and understand that I must be present on the date of the Baldwin County Planning and Zoning Commission Meeting.

Signature of Applicant (Owner of Property or Official Representative of Owner)

Date



**SUBDIVISION VARIANCE APPLICATION
PROCEDURE AND REQUIREMENTS**

APPLICATION SUBMITTAL CHECKLIST

This checklist shall be completed and signed upon submitting applications to be considered by the Baldwin County Planning and Zoning Commission or through the ETJ review process.

NAME OF PROPOSED PROJECT:

CASE NO.: _____

DATE: _____

Section 8.2.1 Application Procedure and Requirements

The applicant shall file with the Baldwin County Engineer (to be acted upon by the Baldwin County Planning and Zoning Commission) an application for approval of the Subdivision Variance. A complete application shall;

- Be made on Subdivision Variance forms available at the office of the Baldwin County Planning Director;
- Be accompanied by the Subdivision Variance application fee according to the current schedule of fees established by the County Commission;
- Be accompanied by one 11” x 17” scale drawing and in digital format, if the nature of the variance requested is something that can be visibly demonstrated on such drawing;
- Be submitted to the Baldwin County Planning Director at least 30 days prior to a regularly scheduled meeting of the Baldwin County Planning and Zoning Commission;
- Be accompanied by a written narrative explaining the variance being requested as well as the extraordinary hardships or practical difficulties that exist and how strict compliance with these regulations and/or the purposes of these regulations may be served to a greater extent by an alternative proposal.

I certify that to the best of my knowledge, all information supplied with this application is complete and accurate. I acknowledge that failure to submit the above stated information along with this form will cause the application to not be placed on the Baldwin County Planning and Zoning Commission agenda or processed through the ETJ review.

Signature of Applicant/Engineer/Surveyor

Firm

Date