

1. Special Exception Request

Check here if description or additional pages are attached

The undersigned hereby requests that the Board of Adjustment grant a special exception, as provided for under Hillsborough Zoning Ordinance Section(s) _____ in order to permit the following:

2. Criteria

Check here if description or additional pages are attached

In order to secure a special exception, the Zoning Board of Adjustment must determine by law that your special exception request satisfies the following criteria as specified under [Section 229-50.C.](#) of the Hillsborough Zoning Ordinance. Please provide a written response along with any other supporting documentation for each of the following criteria. Please note that all criteria must be satisfied and supported by the Board in order for a special exception to be granted. Should the space be provided be inadequate, please attach additional pages to this application.

A. The ZBA shall hear and decide requests for Special Exceptions that are specifically authorized in Table 4 Chart of Uses:

B. The requested use will not create undue traffic congestion or unduly impair pedestrian safety:

C. The requested use will not overload any public or private water, drainage, or sewer system or any other municipal system, nor will there be any significant increase in storm water runoff onto adjacent property or streets. :

D. The requested use will not create excessive demand for municipal police, fire protection, schools , or solid waste disposal services.

E. Any requirements and standards for the specific use as set forth in the Zoning Ordinance are fulfilled;

F. The requested use will not create hazards to the health, safety, or general welfare of the public, nor be detrimental to or out of character with the adjacent neighborhood.

G. The requested use is consistent with the spirit and intent of this Ordinance and the Master Plan

3. Additional Submittals

The following items are required to complete the application and must be attached:

_____ Three (3) copies of plat, survey, or site plan of the subject property for which the variance is requested clearly depicting the proposed variance prepared by a licensed surveyor, civil engineer, or architect. At least seven (7) reduced size (11"x17") plan sets is also required. Submittal standards for plats shall be those as detailed in the Subdivision Regulations and/or Site Plan Review Regulations. The applicant shall retain the right to petition the Zoning Board of Adjustment to grant waivers to any plat standards as defined. In addition to these requirements, the ZBA, at its discretion, may require additional information be provided.

_____ Affidavit of Ownership (copy of warranty deed).

_____ Completed **Form N** – Certified Notification List