



TOWN OF LILLINGTON
VARIANCE APPLICATION

Planning & Inspections Department
102 East Front Street, PO Box 296 Lillington NC 27546
phone 910-893-0311 fax 910-893-3693
lillingtonnc.org

PROCESS INFORMATION:

Submission Requirement: Every applicant for a variance is strongly encouraged to hold a pre-application meeting with the Administrator to discuss the proposed request and to become familiar with the applicable requirements and review procedures of the Town.

Public Notification: This is a quasi-judicial process that requires a public hearing and public notification. General notice in newspaper and mailed notice to adjacent property owners shall be required.

Review Process: Per Section 7.09 of the Lillington Unified Development Ordinance (UDO), all applications are to be reviewed for compliance by the Administrator and then forwarded for to the Board of Adjustment for consideration at a public hearing.

Action by Board of Adjustment: After conducting a public hearing, the Board of Adjustment may deny the request, conduct and additional public hearing, approve the request or approved the request with conditions. A concurring vote of four-fifths of the members of the Board of Adjustment shall be necessary to grant a variance. Section 7.09.3.E of the UDO requires the compliance of specific findings of fact in order for the Board of Adjustment to grant a variance.

FILING INSTRUCTIONS:

- A petitioner must complete this application in full. This application will not be processed unless all information requested is provided.
The filing fee. * Town of Lillington fees and charges are subject to change without notice.
Each application shall be accompanied by a Sketch Plan accurately illustrating the nature of the variance request.
The petitioner, or his duly authorized agent, shall submit with the application a list of all adjoining property owners within one hundred feet of the proposed request, with the current mailing address of each. These adjoining property owners will be notified of the proposed request by the Planning & Inspections Department.
The application must be signed by the owner or by an authorized agent of the property.

GENERAL PROJECT INFORMATION:

Property Address / Location:
Zoning District: Size of Property (in acres):
Harnett Co. Tax PIN #: Current Land Use:
Town Jurisdiction: In-Town Limits ETJ

APPLICANT INFORMATION:

Applicant:
Address:
City: State: Zip:

Phone: _____ Email: _____

Property Owner (if different from applicant): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

VARIANCE REQUEST INFORMATION:

Section(s) of Unified Development Ordinance to which variance is requested: _____

Description of variance request: _____

Proposed Conditions Offered by Applicant: _____

Section 7.09 of the UDO require the compliance of specific findings of fact in order to grant a variance. The applicant shall submit the following statements of justification, presenting information supporting each and all the required findings as they relate to the proposed variance:

1. Carrying out the strict letter of the ordinance would result in an unnecessary hardship. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.

Statement by applicant: _____

2. The hardship results from conditions that are peculiar to the property, such as location, size or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance. A variance may be granted when necessary and appropriate to make a reasonable accommodation under the Federal Fair Housing Act for a person with a disability

Statement by applicant: _____

3. The hardship did not result from actions taken by the applicant of the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.

Statement by applicant: _____

4. The requested variance is consistent with the spirit, purpose and intent of the Lillington Unified Development Ordinance, such that the public safety is secured and substantial justice is achieved.

Statement by applicant: _____

