

**City of Cayce  
South Carolina  
Board of Zoning Appeals**

**Form 1**

Date Filed : \_\_\_\_\_

Request No. : \_\_\_\_\_

Fee : \_\_\_\_\_

Receipt No : \_\_\_\_\_

*This form must be completed on a hearing on **appeal** from action of a zoning official, application for a **variance**, or application for **special exception**. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent section.*

**THE APPLICANT HEREBY APPEALS** [indicate one]:

- ☐ From action of a zoning official as stated on attached Form 2.  
☐ For a variance as stated on Form 3.  
☐ For a special exception as stated on attached Form 4.

<b>APPLICANT(S)</b> [print]: _____	
Address : _____	
Telephone: [business] _____	[residence] _____
Interest: _____ Owner(s): _____ Agent of owner(s): _____ Other: _____	
<b>OWNER(S)</b> [if other than Applicant(s)]: _____	
Address: _____	
Telephone: [business] _____	[residence] _____
[use reverse side if more space is needed]	

<b>PROPERTY ADDRESS:</b> _____			
Lot _____	Block _____	Subdivision _____	
Tax Map No. _____		Plat Book _____	Page _____
Lot Dimensions: _____		Area: [sq. ft. or acreage] _____	
Deed restrictions/limitations on property: _____			

<b>DESIGNATION OF AGENT</b> [complete only if owner is not applicant]	
I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this request.	
Date: _____	_____
	_____
	Owner signature(s)
<b>CERTIFICATION:</b>	
I (we) certify that to the best of my(our) knowledge that the information contained herein is accurate and correct.	
Date: _____	_____
	_____
	Applicant signature(s) Official Use Only

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**OFFICIAL USE ONLY**

Property posted: \_\_\_\_\_ By: \_\_\_\_\_ Published in Newspaper on: \_\_\_\_\_

PUBLIC HEARING ON: \_\_\_\_\_

ORDER OF BOARD OF ZONING APPEALS: \_\_\_\_\_

Notice to applicant sent on \_\_\_\_\_ advising of Boards action. See separate order which states finding of fact pertaining to this action. All appeals to this action shall be to the Circuit Court and must be filed within thirty (30) days after date this order was mailed.

APPEAL FILED: \_\_\_\_\_

City of Cayce  
South Carolina  
**Variance Application**

Form 3

Date Filed: \_\_\_\_\_

Request No.: \_\_\_\_\_

***Applicant hereby appeals to the Board of Zoning Appeals for a variance from the strict application to the property described in form 1 of the following provisions of the zoning ordinance:***

\_\_\_\_\_

So that a zoning permit may be issued to allow use of the property in a manner shown on the attached plot plan, described as follows: \_\_\_\_\_

\_\_\_\_\_

for which a permit has been denied by the zoning official on the grounds that the proposal would be in violation of the cited section(s) of the Zoning Ordinance.

The strict application of the ordinance will result in unnecessary hardship, and the standards for a variance set by State law and the ordinance are met by the following facts.

a. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district which are described as follows: \_\_\_\_\_

\_\_\_\_\_

b. The literal interpretation of the provisions of this ordinance would deprive me (the applicant) of rights commonly enjoyed by other properties in the same district as follows: \_\_\_\_\_

\_\_\_\_\_

c. That the special conditions and circumstances do not result from the actions of the applicant or any conditions or circumstances that the applicant may wish to create with this variance. (explain in detail):

\_\_\_\_\_

\_\_\_\_\_

d. Granting this variance will not confer on the applicant any special privilege that is denied by this ordinance to owners of other lands, structures, or buildings in the same district :

\_\_\_\_\_

\_\_\_\_\_

The following documents are submitted in support of this application, including a plot plan if deemed necessary: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant signature