



Special Exception Application

3940 Illinois Street Semmes, AL 36575
Phone (251) 649-5752 planning@cityofsemmesal.gov

Office Use Only

SE - _____
Fee: \$150 + Certified Mail
Paid: <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card
<input type="checkbox"/> Check - # _____
Planning Meeting Date: _____
BZA Meeting Date: _____

Are you the property owner? Yes No

(If you are not the property owner you must submit an Agent Authorization Form signed by the property owner)

***APPLICATION MUST BE FILLED OUT COMPLETELY TO BE CONSIDERED.**

Name: _____ Date: _____ Mailing

Address: _____ City:

State: _____ Zip Code: _____

Phone Number: _____ Email: _____

Site Information

Property Address: _____

or Property Location: _____

*Parcel No.: _____ *Key No.: _____

**Parcel or Key information must be completed*

Current Zoning: _____

The purpose of this Special Exception is to allow:

What grounds or conditions exist to warrant the approval of the Special Exception?

**Special Exception ordinance excerpt and review criteria is included in packet*

Zoning Ordinance Article 4 Section 4.2

C. Uses Requiring a Special Exception – These uses are only permitted under certain circumstances. Applications are reviewed by the Board of Adjustment. After holding a public hearing, the Board of Adjustment makes determination of approval, approval with conditions, or denial.

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this rezoning and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning regulations. I understand that I must be present at the Planning Commission and BZA meeting on the date my case is discussed. The decision regarding this request will be based on the entire range of permitted uses in the requested zoning district, and not solely on the applicant's proposed use(s). Note:

_____ Date: _____

Signature of Applicant (Owner of Property or Authorized Agent)

Planning/Zoning department Signature: _____ Date: _____

Submittal Requirements

- _____ Application Fee
- _____ Agent Authorization Form (if applicant is not the owner)
- _____ Complete Legal Description of Property
- _____ Plot Plan or Survey – indicating any existing structures, proposed structures, and setbacks from property lines.
- _____ Copy of Deed
- _____ Certified Mail Fee

