



# Special Exception Application

One Main Street Semmes, AL 36575  
Phone (251) 649-5752 [planning@cityofsemmesal.gov](mailto: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

