

**CITY OF SOUTHSIDE, ALABAMA**  
**PETITION FOR VARIANCE**

Property owners in the City of Southside who desire relief from certain requirements of the zoning ordinance that create a specific hardship for the property owner must file a Petition for Variance. To file a petition, please complete the following form and return it with all necessary supporting documents to City Hall. Incomplete applications will not be processed. For additional information, please call the City of Southside Enforcement Officer at (256) 442-9774 during regular business hours.

**Applicant Information:**

*Name of Applicant:* \_\_\_\_\_

*Mailing Address:* \_\_\_\_\_  
\_\_\_\_\_

*Business Hours Telephone #:* ( \_\_\_\_\_ ) \_\_\_\_\_

*Fax # (If available):* ( \_\_\_\_\_ ) \_\_\_\_\_

**Property Information:**

*Owner(s) of Record:* \_\_\_\_\_

*Street Address of Subject Property:* \_\_\_\_\_

*Tax Map & Lot Number of Property:* \_\_\_\_\_

*Size of Subject Property:* \_\_\_\_\_ [  ] Acres [  ] Square Feet

*Current Zoning Classification(s) of Subject Property:* \_\_\_\_\_

*Was the Property Created or Subdivided Prior to the Adoption of the Zoning Ordinance?*  
[  ] Yes [  ] No

*Does the Property Contain Any Structures Built Prior to the Adoption of the Zoning Ordinance?*  
[  ] Yes [  ] No

*Please List Any Physical Defects or Conditions That Are Peculiar to the Property (or Not Commonly Shared by Other Properties Within the General Area) that Contribute to the Hardship:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Supporting Information/Documentation:**

*Please Describe the Nature of the Hardship:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*What Specific Relief Are You Requesting:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*Please submit the following supporting documents with your completed petition:*

- 1. A sketch of the property and/or structures in question for which you seek a variance. The sketch must show the entire boundaries of the subject property and must be drawn to scale in ink. You may use a survey plat from a closing document or a copy of the tax map showing the subject property as a base map for the sketch. The sketch must large enough to be readable and must show the minimum setback distances for any proposed structure or addition.
- 2. Full payment of the petition fee.
- 3. If the applicant is not an owner of the property, a letter signed by the owner(s) of record giving the applicant authority to represent the interests of the property owner(s) with respect to the variance petition.
- 4. A list of names and addresses of adjoining property owners

**Certification:**

*Applicant/Property Owner:*

I hereby certify and attest that, to the best of my knowledge and abilities, the information provided in this petition is true and accurate. Further, I agree to provide any additional information within my powers that may be required by the Enforcement Officer or the Board of Adjustment to determine the need for a variance.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Applicant's/Property Owner's Signature*

----- FOR CITY OF SOUTHSIDE USE ONLY -----

**Enforcement Officer's Information:**

*Case Number:* \_\_\_\_\_ *Date Filed:* \_\_\_\_\_

*Received By:* \_\_\_\_\_

(Fee: \$75.00 plus \$3.00 for each adjoining property owners)

*Amount of Fee Received:* \$ \_\_\_\_\_  *Cash*  *Check #* \_\_\_\_\_

*Date of Hearing Notice:* \_\_\_\_\_ *Public Hearing Date:* \_\_\_\_\_

*Board of Adjustment Findings and Conclusions:* \_\_\_\_\_

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*Decision:*  *Petition Approved*  *Petition Denied*

*Specific Relief Granted to Petitioner:* \_\_\_\_\_

*Special Terms or Conditions of Relief Granted:* \_\_\_\_\_

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*Members Voting in Favor of Petition:* \_\_\_\_\_

*Members Voting in Opposition to Petition:* \_\_\_\_\_

*Members Abstaining from Decision:* \_\_\_\_\_

*Chairman's Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_