

**BOARD OF ZONING ADJUSTMENT  
REQUEST FOR SPECIAL EXCEPTION**

**Notice to Applicants**

A **Special Exception**, sometimes referred to as a “Special Use,” is a refining mechanism available to the Board of Zoning Adjustment.

The Land Use and Development Ordinance provides for the division of the City into zoning districts where there are specific uses which may be permitted if there are compatible with the character of the neighborhood. In addition to these permitted uses, there are other uses which may be necessary or desirable to allow in the zoning district, but because of their actual or potential impact on neighboring uses need to be carefully regulated with respect to their location. Such uses, because of their peculiar needs or the nature of the service offered, may be established in a zoning district in which they may not be reasonably allowed as a permitted use, but are generally specified in the District Requirements under **“Use Permitted by Special Exception.”**

Under the provisions of Section 11-52-80, Title 11, Code of Alabama, the Board of Zoning Adjustment is empowered “in appropriate cases and subject to appropriate conditions and safeguards, to make a **Special Exception** to the terms of the Ordinance in harmony with its general purposes and interest and in accordance with general or specific rules therein contained.”

No **Special Exception** may be granted which may adversely affect the surrounding properties or the character of the neighborhood. A **Special Exception** must be in harmony with the intent and purpose of the Land Use and Development Ordinance.

**DATA ON APPLICANT AND/OR OWNER**

Name of Applicant(s): \_\_\_\_\_

Address of Applicant(s): \_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City) (State) (Zip Code)

Phone Number: \_\_\_\_\_

Name of Owner(s): \_\_\_\_\_

A **Special Exception** is requested in conformity with the powers vested in the Board to permit the \_\_\_\_\_ on the property described below.

**DESCRIPTION, USE, AND ZONING OF PROPERTY**

**Location:** \_\_\_\_\_

**Lot Size:** \_\_\_\_\_ X \_\_\_\_\_ ft.= \_\_\_\_\_ Sq. Ft.

**Present Use:** \_\_\_\_\_  
(Vacant, Residence, Grocery, Factory, Etc.)

**Present Zoning:** \_\_\_\_\_

**Site Plan:** A site plan shall be attached to this application showing the location of the property; all property lines; set backs; location of all buildings (existing or proposed), and areas to be used for parking.

**Restrictive Covenants:** A copy of the restrictive covenants on this property as recorded on the plat filed in the county courthouse **SHALL BE** submitted with this application.

The applicant must secure the approval of the appropriate persons or entities, whose duty it is to regulate the land use restrictive covenants on this property. Such approval **SHALL BE** attached to this application.

**Proposed Use Information:** In order for the Board of Zoning Adjustment to determine whether the proposed use will be in harmony with the Land Use and Development Ordinance and not detrimental to adjoining land uses, it is necessary to determine the precise nature and impact of the proposed use. The following questions should be answered as explicitly and precisely as possible. If a particular question is not applicable, please state so, and explain why in the space provided.

**Proposed Use:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the proposed use explicitly identified as a **“Use Permitted by Special Exception”** in the Land Use and Development Ordinance? (Check One)

Yes       No

If no, why do you believe this use should be considered a **“Use Permitted by Special Exception”**?

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

**Proposed hours of operation:** \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.

**Proposed days of operation:** (Check all that apply)

Sunday     Monday     Tuesday     Wednesday     Thursday     Friday     Saturday

**Will the use involve the employment of individuals?**       Yes       No

If yes, the minimum number of employees \_\_\_\_\_ maximum number of employees \_\_\_\_\_

**Have provisions been considered for off-street parking?**       Yes       No

If yes, number of square feet: \_\_\_\_\_

Number of off-street parking places: \_\_\_\_\_

Condition of pavement: \_\_\_\_\_ Paved \_\_\_\_\_ Unpaved

If no, number of square feet available for parking: \_\_\_\_\_

Described all processes or operations to be undertaken with this use. Any processes involving the utilization of equipment or operations which would generate excessive noise, odors, air pollution, or traffic should be identified. Proposals to lessen the impact of any detrimental characteristics should be identified.

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

(I/we) hereby certify that all the above statements and the statements contained in any papers or plans submitted are true to the best of (my/our) knowledge and belief. I further certify that (I/we) am aware that in granting a Special Exception, The Board of Zoning Adjustment is authorized to require appropriate conditions and safeguards. Failure to comply with these conditions will result in the voiding of the Special Exception.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

The applicant or the agent (if an agent is authorized) must be present at the hearing.

**CITY OF SARALAND  
BOARD OF ZONING ADJUSTMENT**

**PERMISSION:**

I hereby give permission for City of Saraland Building Department Personnel to go on my property for the purpose of making photographs.

Name: \_\_\_\_\_  
Print

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

Name: \_\_\_\_\_  
Signature

Address: \_\_\_\_\_  
\_\_\_\_\_