



City of Enterprise

Department of Engineering Services & Public Works
501 S Main Street
Enterprise, Alabama 36330
Phone (334) 348-2671
Fax (334) 348-2672

BOARD OF ADJUSTMENT APPLICATION FOR SPECIAL EXCEPTION

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Submission Checklist:

- \$25.00 Filing Fee
- Name and address of all adjacent property owners
- Completed application
- Description of the request
- Detailed drawing if applicable
- Proof of home ownership if the applicant owns the home
- OR
- Notarized letter from the property owner allowing applicant to act on his/her behalf



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ARTICLE XI OF THE CITY OF ENTERPRISE ZONING ORDINANCE

Section 6. Special Exceptions

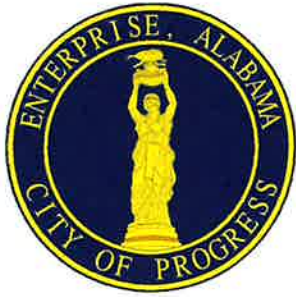
All uses permitted by special exception as listed in Article IV shall require the submission of an application to the Board of Adjustment. Such application shall be filed with the Building Official at least thirty (30) days before the scheduled hearing date before the Board of Adjustment. The application shall be filed by the property owner or the authorized agent of the owner on a form made available by the Building Official.

At least five (5) days prior to the scheduled hearing of the Board of Adjustment, the Building Official shall give written notice of the proposed special exception to all adjacent property owners.

The Board of Adjustment shall review the application for compliance with this Ordinance and all other applicable codes and Ordinances of the City. In particular the Board shall determine that satisfactory provisions have been made concerning the following, among other considerations of this Ordinance:

- a. Access to and from the property and the proposed structure and/or uses, with particular attention to vehicular and pedestrian safety and convenience, traffic flow and control, and emergency access.
- b. The location and accessibility of off-street parking and loading areas,
- c. The location and accessibility of refuse and service areas and their potentially adverse affects upon surrounding properties.
- d. The screening and buffering of potentially adverse views and activities from surrounding properties.
- e. Control of noise, glare, odor, surface water runoff, and other potentially disturbing impacts upon surrounding properties.
- f. The availability, location, and capacity of utilities.
- g. The location and scale of signs and lighting with particular reference to traffic safety, glare, and visual compatibility with surrounding properties.
- h. The bulk, density, and lot coverage of structures, and yards and open areas, with reference to their compatibility with the character of the surrounding area.

The Board may impose such conditions for approval that it deems necessary in the particular case to protect the public interest and the intent of the Comprehensive Plan and this Ordinance in relation to the items listed above and as may otherwise be reasonably necessary. Such conditions shall apply to the land, structure, and use for which the special exception is granted and not to a particular person. Violations of conditions lawfully attached to any special exception shall be deemed to be violations of this Ordinance.



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2022 Board of Adjustment Calendar

<u>Application Deadline</u>	<u>Meeting Date</u>
December 13	January 12
January 10	February 9
February 9	March 9
March 14	April 13
April 11	May 11
May 9	June 8
June 13	July 13
July 11	August 10
August 8	September 7
September 12	October 12
October 11	November 9
November 14	December 14

Applications are due by 4:30 pm on the deadline's date noted. All meetings are held the second Wednesday of every month at 4:30 pm in the City Council Chambers at City Hall unless conflicted by holiday. No meeting will be held if no requests are obtained.



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BOARD OF ADJUSTMENT APPLICATION FOR SPECIAL EXCEPTION

APPLICANT NAME: _____ PHONE: _____

PROPERTY ADDRESS: _____
Street City/State/ZIP

MAILING ADDRESS: _____
(if different from above) Street City/State/ZIP

NAME AND ADDRESS OF PROPERTY OWNER IF OTHER THAN APPLICANT:

(If you are not the property owner, a notarized letter of approval from property owner is required.)

Name Street City/State/ZIP

: _____

DESCRIBE REQUEST: _____

Attach all the names and mailing addresses for all adjacent property owners on each side, behind, and in front of your property, *including vacant or rental property*, according to the official tax records of Coffee County. This listing can be obtained from <https://www.alabamagis.com/Coffee/>. If on a corner, include all three corners in addition to property on each side of your property.

***BY SIGNING THIS APPLICATION, THE APPLICANT swears or affirms that the representations made on this application and given to this Board are true and correct to the best of their knowledge and that they agree to abide by the conditions stipulated in the approval granted by this Board in their favor and/or the invalidation by the City of Enterprise, Board of Adjustment of any Privilege License received as a result of that favorable judgement.**

Applicant Signature: _____

Date: _____