

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
URBAN SERVICES DISTRICT**

BOARD OF ADJUSTMENT

P.O. BOX 2768
HOUMA, LA 70361

NO APPLICATION ACCEPTED UNLESS COMPLETE

Complete the following:

Special Exception Structure Variance Administrative Appeal

| | | |
|----|---------------------------------|--|
| 2. | Applicant's Name: | <input style="width: 460px; height: 35px;" type="text"/> |
| 3. | Applicant's Address: | <input style="width: 460px; height: 45px;" type="text"/> |
| 4. | Applicant's Phone: | <input style="width: 460px; height: 35px;" type="text"/> |
| 5. | Physical Address Of request: | <input style="width: 460px; height: 45px;" type="text"/> |
| 6. | Interest in Ownership: | <input style="width: 175px; height: 25px;" type="text"/> |
| | 7. Date of Application: | <input style="width: 125px; height: 25px;" type="text"/> |
| 8. | Explanation of Request: | <input style="width: 460px; height: 85px;" type="text"/> |

POLICY

Special Exception

Special Exception shall be subject to such terms and conditions as may be fixed by the Board. No exception shall be authorized unless the Board shall find that all of the following conditions exist:

- a) That the exception will not authorize of a use other than those uses specifically enumerated for the district in which is located the property for which the exception is sought;
- b) That the full development is designed and intended to serve the district in which the development is sought to be operated and maintained;
- c) That the exception is essential to maintain the functional design and architectural integrity of the development;
- d) That the exception will not substantially or permanently injure the appropriated use of adjacent conforming property in the same district;
- e) That the exception will not alter the essential character of the district in which is located the property for which the exception is sought;
- f) That the exception will not weaken the general purposes of this ordinance or the regulations herein established for the specific district;
- g) That the exception will be in harmony with the spirit and purposes of this ordinance;
- h) That the exception will not adversely affect the public health, safety, or welfare, or the Master Plan.

Variance

Where by reasons of exceptional narrowness, shallowness, or shape of a specified piece of property at the time of enactment of this ordinance, or by reason of exceptional topographic conditions or other extraordinary or exceptional characteristics of such piece of property, to authorize, upon an appeal relating to such property, a variance from such strict application so as to relieve such difficulties or hardship, provided, such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the Zoning Ordinance. Variances shall be subject to such terms and conditions as may be fixed by the Board. No variance shall be authorized unless the Board shall find that all conditions exist:

- a) That the exception will not authorize of a use other than those uses specifically enumerated for the district in which is located the property for which the exception is sought;
- b) That the full development is designed and intended to serve the district in which the development is sought to be operated and maintained;
- c) That the exception is essential to maintain the functional design and architectural integrity of the development;
- d) That the exception will not substantially or permanently injure the appropriate use of adjacent conforming property in the same district;
- e) That the exception will not alter the essential character of the district in which is located the property for which the exception is sought;
- f) That the exception will not weaken the general purposes of this ordinance or the regulations herein established for the specific district:
- g) That the exception will be in harmony with the spirit and purposes of this ordinance;
- h) That the exception will not adversely affect the public health, safety, or welfare, or the Master Plan.

Application Fee: \$ 20.00 per application + cost of certified mailings. Make checks payable to TPCG.

Signature of Applicant or Agent

Signature of Applicant or Agent

The undersigned is owner(s) of the entire land area included in the proposal and in signing indicates concurrence with the application.

Signature of Owner

Date

9. Adjacent Property Owners:

Please provide a list of property owners located within 250 feet radius of the subject property along with this application. These property owners shall be notified in the following manner: Notification shall be sent by Parish Staff by certified mail to the applicant and to the adjacent property owners and by first class mail to all remaining property owners within a two hundred fifty-foot (250') radius. The notice shall advise the purpose, date, time and place of the hearing. **The cost of any postal fees associated with the notification process shall be borne by the applicant. The current cost for each mail is \$ 6.74.**