

Transylvania County Sign Variance Application

Submittal:

Applications are accepted by Planning and Community Development Department staff. Application submittals must be made in-person and during regular operating hours. **ONLY COMPLETE APPLICATIONS CAN BE ACCEPTED.**

Variations to the Transylvania County Sign Control Ordinance are heard by the Transylvania County Planning Board as a quasi-judicial public hearing conducted during a regularly scheduled meeting of the Planning Board (3rd Thursday of every month at 6:00 PM). To be considered at a meeting, the complete application **must be submitted at least fifteen (15) business days in advance of the proposed hearing.** The application is a form of written testimony and is used to provide evidence that the required findings for approval can be made. In addition to the application materials, the applicant may provide any other written, drawn or photographed material to support his/her request and as permitted by the Board of Adjustment. Any such additional material submitted will become part of the application, and as such cannot be returned.

Attendance at the hearing is required:

Applicants may represent themselves or may be represented by someone appropriate for quasi-judicial public hearings. The applicant has the **burden of proof** and must provide sufficient evidence in order for the required findings to be made. The public hearing will allow the applicant, proponents, opponents and anyone else the opportunity to speak and ask questions in regards to the request. An application may be approved, approved with conditions, continued for more information, or denied.

TRACKING INFORMATION (Staff Only)

Variance Application No.: SCVA – – –

Received by: _____ Date Rec'd: ____/____/____

SIGN INFORMATION

Sign Type:

Off-Premise Sign: On-Premise Sign:

Will the sign be attached to an existing or proposed structure: Yes No

Will the sign be located along a scenic corridor: Yes No

Proposed size of the sign face: _____ Sq. ft Proposed sign faces _____

Proposed distance from the edge of right-of-way: _____ Ft.

Proposed distance from the edge of adjoining property lines: _____ Ft. _____ Ft.

Will the proposed sign use an electronic message display: Yes No

Will the proposed sign be illuminated: Yes No

Is a copy of the proposed sign message attached: Yes No If "No" please provide a brief description of the sign copy: _____

PARCEL INFORMATION

Parcel Number(s): _____ - _____ - 000
Total Acreage: _____ Deed Book: _____ Page: _____
Township: _____ Zoning District: _____
Property address: _____

CONTACT INFORMATION

Property Owner:

Name: _____ Phone: (_____) - _____
Address: _____ City, State, Zip: _____

Applicant/Agent: (If different from the owner)

Name: _____ Phone: (_____) - _____
Address: _____ City, State, Zip: _____

Plan Preparer: (If applicable)

Name: _____ Phone: (_____) - _____
Address: _____ City, State, Zip: _____

Appointment of agent designation: (if applicable)

I _____ (Name) owner of the property located on _____ (Property Address)
recorded in _____ (Deed Book/Page) and having the parcel identification number of
_____ - _____ - 000 located in Transylvania County, North Carolina, do hereby
appoint _____ (Agent's Name) To represent me in a Sign Control Ordinance applica-
-tion to the Planning and Community Development Department and authorize him/her to act
as my agent in all matters, formal and informal except as stated herein, and authorize him/her
to receive all official correspondence.

I however understand that as the listed property owner, I must sign all affidavits and
statements required by any the Sign Control Ordinance.

Signature (Owner) _____ / /
Date



BURDEN OF PROOF

The applicant seeking a variance to the Transylvania County Sign Control Ordinance shall have the burden of presenting evidence sufficient to allow the Planning Board to reach the conclusions set forth below, as well as the burden of persuasion on those issues.

Complete and respond to the following with an attachment (suggested), or in the space provided:

Ordinance Provision(s) from which a variance is requested:

This is what I want to do:

Ordinance provision(s) require:
