



# ADMINISTRATIVE ADJUSTMENT APPLICATION

Department of Planning & Development Services  
1911 Boundary Street, Beaufort, South Carolina, 29902  
p. (843) 525-7011 / f. (843) 986-5606  
www.cityofbeaufort.org

**Application Fee: \$50**

Receipt # \_\_\_\_\_

**OFFICE USE ONLY:** Date Filed: \_\_\_\_\_ Application #: \_\_\_\_\_ Zoning District: \_\_\_\_\_

**Submittal Requirements:** In addition to a complete application form, please provide

1. A legal survey to scale of the property.
2. Other information that might justify the request.
3. Letter of approval from property owner's association (if any).

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application?  Yes  No

## **Applicant, Owner and Property Information**

Applicant Name: \_\_\_\_\_

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

Applicant E-mail: \_\_\_\_\_ Applicant Phone Number: \_\_\_\_\_

Owner (if other than the Applicant): \_\_\_\_\_

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

Owner E-mail: \_\_\_\_\_ Owner Phone Number: \_\_\_\_\_

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

Property Identification Number (*Tax Map & Parcel Number*): \_\_\_\_\_

**Certification of Correctness:** I/we certify that the information in this application is correct.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_



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## Required Project Information

Applicant hereby requests an Administrative Adjustment from the following provisions of the Beaufort Code (list Section numbers): \_\_\_\_\_

so that a permit may be issued to allow use of the property in a manner shown on the attached site plan, described as follows: (e.g., build a garage): \_\_\_\_\_

The standards for an Administrative Adjustment can be met according to the following criteria:

**1. Compatible with surrounding land uses.** Explain: \_\_\_\_\_

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**2. Harmonious with the public interest.** Explain: \_\_\_\_\_

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**3. Consistent with purposes of this code.** Explain: \_\_\_\_\_

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