

**CITY OF WILMINGTON  
STATE OF NORTH CAROLINA**

**APPLICATION FOR A VARIANCE  
FROM FLOOD PLAIN PROVISIONS**

**PRE-APPLICATION MEETING** – A pre-application meeting with staff is required before a variance application can be accepted. Pre-application meetings will not be scheduled for or held on the date of the application submission deadline. Please identify the meeting date and staff in attendance below.

Meeting Date:                      Staff:

**PURPOSE OF VARIANCE** – A Variance is the official allowance of a variation from the Flood Plain Development requirements of the Land Development Code. An applicant for a variance must demonstrate valid reasons which create a need for a Variance. These reasons cannot be strictly economic in nature but must generally involve some physical problem with the subject property which will not allow it to be developed in a reasonable manner if City development regulations are followed literally, such as a lot which is substandard in area or width.

**BOARD OF ADJUSTMENT** - The Board of Adjustment, or BOA, is the official City Board that considers requests for variances. The BOA receives sworn testimony at its quasi-judicial hearings and issues decisions on variance requests based on this testimony. It is the responsibility of each applicant for a Variance to attend the BOA meeting and present sworn testimony in support of the request.

**REASON FOR VARIANCE REQUEST** – Explain in your own words why you are requesting a Variance. Be sure to clearly indicate the problem(s) you will experience in complying with the City Flood Plain Development regulations. (Attach additional sheets if needed.)

The BOARD OF ADJUSTMENT is required to make the following findings before granting a Variance. Write a thorough response to each of these items.

1. Does danger exist that would cause materials to be swept onto other lands to the injury of others?
2. Does danger exist to life and property due to flooding?
3. Is there susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner?

4. What is the importance of the services provided by the proposed facility to the community?
5. Is there necessity to the facility of a waterfront location, where applicable?
6. Is there availability of alternative locations, not subject to flood damage, for the proposed use?
  
7. What is the compatibility of the proposed use with existing and anticipated development?
8. What is the relationship of the proposed use to the comprehensive plan and flood plain management program for that area;
9. Is there safety of access to the property in times of flood for ordinary and emergency vehicle?
10. Is the expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of waive action, applicable, expected at the site?
11. What are the costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges?

**ATTACH PLOT PLAN DESCRIBING VARIANCE REQUEST**

**PROPERTY LOCATION INFORMATION**

Street address of subject property

Tax Parcel Number of subject property

**ATTACH TAX PARCEL & OWNERSHIP INFORMATION FOR ADJACENT PROPERTIES**  
(Include stamped, self-addressed envelopes)

**APPLICANT INFORMATION**  
Name/Address/Telephone/Email

**OWNER INFORMATION**  
Name/Address/Telephone/Email

Name:

Address:

Phone:

Email:

**ATTACH AGENT FORM IF THE APPLICANT IS NOT OWNER**

**DATE**

**APPLICANT'S SIGNATURE**