



**Excerpt from Town Code Section 4-115:**

The Common Council may consider an application for a special exception based upon a particular case or situation, and may approve the application provided that there is a showing of hardship, unique topography, unusual circumstances or safety considerations that warrant an exception. Special exceptions shall be granted by the Council only if it finds that such exception:

- (a) will not adversely affect the public health, safety, welfare or interest, nor the reasonable use of adjoining properties;
- (b) will not violate any covenants applicable to the property;
- (c) can be granted without substantial impairment of the purpose and intent of the Town building regulations;
- (d) will not interfere with or obstruct the visibility of motorists or cyclists; and
- (e) will not unduly impede the enforcement of any other applicable law.

**Describe what you propose to do and why you need a variance:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Town requires property owners to notify their neighbors on adjoining properties of intent to build/modify structure. **Please print names and mailing addresses of all adjoining property owners (These include properties located on either side, behind and across the street from your property.)**

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**Caution:** *To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.*