

**YORK COUNTY**  
**BUILDING CODES APPEALS BOARD**  
**APPLICATION INSTRUCTIONS & APPLICATION**

**ALL MEETINGS ARE HELD IN THE GOVERNMENT CENTER BUILDING, COUNCIL CHAMBERS, LOCATED AT 6 SOUTH CONGRESS STREET IN YORK.**

**THE ATTACHED APPLICATION MUST BE FILLED OUT COMPLETELY. A \$325.00 APPLICATION FEE WITH ADEQUATE DETAIL AND SUPPORTING INFORMATION FOR THE APPEALS BOARD TO RENDER A DECISION MUST BE SUBMITTED BEFORE A REQUEST CAN BE PLACED ON THE BOARD'S AGENDA.**

**SECTION 150.28 OF THE YORK COUNTY CODE PROVIDES THE RIGHT TO APPEAL A DECISION OR REQUEST A VARIANCE AS FOLLOWS:**

- 1. ANY REPRESENTATIVE OF THE BUILDING AND CODES DIVISION SHALL REJECT OR REFUSE TO APPROVE THE MODE OR MANNER OF CONSTRUCTION PROPOSED TO BE FOLLOWED OR MATERIALS TO BE USED;**
- 2. WHEN IT IS CLAIMED THAT THE PROVISIONS OF THIS CHAPTER DO NOT APPLY OR THAT AN EQUALLY GOOD OR MORE DESIRABLE FORM OF CONSTRUCTION CAN BE EMPLOYED IN ANY SPECIFIC CASE;**
- 3. WHEN IT IS CLAIMED THAT THE TRUE INTENT AND MEANING OF THIS CHAPTER OR ANY OF THE REGULATIONS THEREUNDER WERE MISCONSTRUED OR WRONGLY INTERPRETED.**

***DECISIONS OF THE APPEALS BOARD.* THE APPEALS BOARD, WHEN SO APPEALED TO AND AFTER A DULY ADVERTISED HEARING, MAY VARY THE APPLICATION OF ANY PROVISION OF THIS CHAPTER TO ANY PARTICULAR CASE WHEN, IN ITS OPINION, THE ENFORCEMENT THEREOF WOULD NOT DO MANIFEST INJUSTICE AND WOULD NOT BE CONTRARY TO THE SPIRIT AND PURPOSE OF CHAPTER 150 OR THE PUBLIC INTEREST, OR WHEN, IN ITS OPINION, THE INTERPRETATION OF THE BUILDING & CODES DIVISION SHOULD BE MODIFIED OR REVERSED. A DECISION OF THE APPEALS BOARD TO VARY THE APPLICATION OF ANY PROVISION OF CHAPTER 150 OR TO MODIFY AN ORDER OF THE BUILDING & CODES DIVISION SHALL SPECIFY IN WHAT MANNER THE VARIATION OR MODIFICATION IS MADE, THE CONDITIONS UPON WHICH IT IS MADE AND THE REASONS THEREFOR. EVERY DECISION OF THE APPEALS BOARD SHALL BE FINAL, SUBJECT, HOWEVER, TO SUCH REMEDY AS ANY AGGRIEVED PARTY MAY HAVE AT LAW OR IN EQUITY. IT SHALL BE IN WRITING AND SHALL INDICATE THE VOTE UPON THE DECISION. EVERY DECISION SHALL BE PROMPTLY FILED IN THE OFFICE OF THE BUILDING & CODES DIVISION AND SHALL BE OPEN TO PUBLIC INSPECTION; A CERTIFIED COPY SHALL BE SENT BY MAIL OR OTHERWISE TO THE APPELLANT. THE APPEALS BOARD SHALL, IN EVERY CASE, REACH A DECISION, WITHOUT UNREASONABLE OR UNNECESSARY DELAY. IF A DECISION OF THE APPEALS BOARD REVERSES OR MODIFIES A REFUSAL, ORDER OR DISALLOWANCE OF THE BUILDING & CODES DIVISION OR VARIES THE APPLICATION OF ANY PROVISION OF CHAPTER 150, THE BUILDING & CODES DIVISION SHALL IMMEDIATELY TAKE ACTION IN ACCORDANCE WITH THE DECISION.**

**GENERAL INFORMATION**

**APPLICANT'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**NUMBER**

**STREET**

**APARTMENT/BOX NUMBER**

**CITY**

**STATE**

**ZIP CODE**

**PHONE:** \_\_\_\_\_

**WORK**

**HOME**

**PROPERTY OWNER'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**NUMBER**

**STREET**

**APARTMENT/BOX NUMBER**

**CITY**

**STATE**

**ZIP CODE**

**PHONE:** \_\_\_\_\_

**WORK**

**HOME**

**PROPERTY INFORMATION**

**PROPERTY ADDRESS:** \_\_\_\_\_

**PROPERTY DIRECTIONS:** \_\_\_\_\_

**PROPERTY CONDITIONS:** \_\_\_\_\_

**PROPERTY TAX MAP #:** \_\_\_\_\_ **SQ. FEET:** \_\_\_\_\_

**LOT AREA: ACRES:** \_\_\_\_\_ **USE OF PROPERTY:** \_\_\_\_\_

**ZONING DISTRICT:** \_\_\_\_\_

**RELEVANT FACTORS PERTAINING TO THE REQUEST**

**1. APPEAL IS HEREBY MADE TO THE APPEAL'S BOARD FOR A VARIANCE FROM OR INTERPRETATION OF SECTION \_\_\_\_\_ OF THE INTERNATIONAL BUILDING CODE, INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL FUEL GAS CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL MECHANICAL CODE, OR THE NATIONAL ELECTRICAL CODE WHICH REQUIRES THAT:**

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**2. AN APPEAL IS HEREBY MADE FOR A VARIANCE FROM SECTION \_\_\_\_\_ WHICH STATES THAT: \_\_\_\_\_**

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**3. EXPLANATION OF WHY CONFORMANCE WITH THE ABOVE REQUIREMENT ON THIS PROJECT PRESENTS AN UNUSUAL PROBLEM (USE ATTACHMENT IF NECESSARY):**

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**4. STATE SPECIFICALLY WHAT IS PROPOSED IN LIEU OF LITERAL COMPLIANCE:**

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**I CERTIFY THAT ALL INFORMATION PRESENTED BY ME IN THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BENEFIT:**

\_\_\_\_\_  
**APPLICANT** **DATE**

**I (WE) CERTIFY THAT I (WE) ARE THE OWNERS OF THE PROPERTY INVOLVED IN THIS APPLICATION AND FURTHER THAT I (WE) DESIGNATE THE PERSON SIGNING AS APPLICANT TO REPRESENT ME (US) IN THIS APPLICATION.**

\_\_\_\_\_  
**PROPERTY OWNER (S)** **DATE**

**\*ATTACHED OWNER'S NOTARIZED WRITTEN AUTHORIZATION IF OWNER'S SIGNATURE CANNOT BE OBTAINED.**

**OFFICE USE ONLY**

**AMOUNT PAID:** \_\_\_\_\_ **CHECK #:** \_\_\_\_\_ **CASH AMOUNT:** \_\_\_\_\_

**DATE RECEIVED:** \_\_\_\_\_ **RECEIPT NUMBER:** \_\_\_\_\_

**DATE FILED:** \_\_\_\_\_ **MEETING DATE:** \_\_\_\_\_

**ACCEPTED BY:**

\_\_\_\_\_  
**STAFF SIGNATURE** **DATE**

*Any information provided on this document may be subject to the South Carolina Freedom of Information Act and may be disclosed to third parties in accordance with applicable law.*