

What is a Special Exception?

A Special Exception is an exception issued by the Zoning Board of Appeals authorizing a particular land use at a specified location. There is an added level of scrutiny for Special Exceptions because they are not land uses particularly intended in the zoning district and the City seeks to manage the impacts of these land uses on neighboring properties.

Not only does the Zoning Board of Appeals determine whether a particular Special Exception will be granted at a specified location, but the Board may also prescribe appropriate conditions and safeguards to protect the surrounding community that the project must follow.

What are the Criteria that must be met for a Special Exception to be approved?

The Board can only approve a Special Exception when it finds that the request meets **all** of the following criteria:

- A. The use is identified as a use that can be allowed by special exception in the zoning district;
- B. It is consistent with the spirit, purpose and intent of the City's Comprehensive Plan;
- C. It is consistent with the "purpose and intent" statement of the applicable zoning district;
- D. It is compatible with the existing or intended character of the neighborhood and the zoning district;
- E. It is compatible with adjacent and nearby properties;
- F. It will not have an adverse effect on any site or feature of historical, cultural, natural, or scenic importance;
- G. It promotes safe and efficient pedestrian and vehicular circulation consistent with the area;
- H. The adjacent streets and highways are or will be adequate to carry any additional traffic generated by the proposed use;
- I. It will be adequately served by public facilities and services, such as police, fire, sewer, etc.;
- J. It will not be hazardous, detrimental, or disturbing to the natural environment or to public health, safety and welfare by reason of excessive traffic, noise, smoke, odor, or other such nuisances;
- K. It will conform to any specific criteria or conditions specified for the use; and
- L. It will comply with other applicable provisions of the Mauldin Zoning Ordinance.

What Is the Process for a Special Exception?

1 Submit an Application

- Submit the application, including required materials, to the Business & Development Services Office at Mauldin City Hall.

2 Staff Review

- City staff will review your application to make sure that it is complete.
- Staff will coordinate with members of the Board to schedule a meeting based on the Board members' availability.
- City staff will notify the applicant of the meeting date, time, and place.
- City staff will **place a sign on the property** to advertise the Board's meeting.
- City staff will send your application, along with a report, to the members of the Planning Commission.

3 Board Meeting

- The applicant is expected to attend the Board to formally present their request and to answer any questions from the Board.
- At the meeting, the Board will also provide an opportunity for members of the public to comment on your request.

4 Board Decision

- At the meeting, the Board will vote whether to grant your application. Their decision may include conditions or requirements that you must follow.
- Once approved, you are authorized to apply for any required permits and/or licenses.