

Adjacent Property Owner Notification Form
Section 24.1-902 – York County Zoning Ordinance
(For Direct Delivery By The Applicant)

Section 24.1-902 of the York County Zoning Ordinance provides authority for the Zoning Administrator to approve modifications from provisions of the Zoning Ordinance relating to physical requirements such as, but not limited to: building size, height or location; or the features of buildings, structures or improvements. In approving such modifications, the Zoning Administrator must be able to determine that:

- The strict application of the ordinance would produce an undue hardship;
- Such hardship is not shared generally by other properties in the same zoning district and the same vicinity; and
- The authorization of the modification will not be of substantial detriment to the adjacent property and the character of the district will not be changed by granting the modification.

All adjacent property owners must be notified of any request for such a modification and are accorded an opportunity to provide their comments for consideration by the Zoning Administrator. Those who respond in writing to the notification within 21 days will be notified of the Zoning Administrator's decision.

In accordance with this procedure, I/we, _____, the owners of property located at _____, and identified as Parcel Number _____, have requested the following modification(s):

The Zoning Administrator is willing to act immediately on this request if adjacent property owners provide their comments on this form and/or waive their rights for further comments during the 21-day response period.

I would appreciate your acknowledgement of receipt of this notice and your comments and/or waiver so that I may expedite processing of this request.

Parcel No.: _____ Property Owner: _____
Mailing Address: _____

Comments: _____

_____ I do not object to the modification request and waive my rights to further comment and / or the 21-day comment period.

_____ I wish to be notified of the Zoning Administrator's final decision on this request.

Signature(s) of Property Owner(s): _____
