

**CITY OF BROWNSVILLE
BOARD OF ADJUSTMENTS AND APPEALS
SPECIAL EXCEPTIONS APPLICATION**

This application must be fully complete and legible. The applicant, or authorized representative, is requested to attend the Board of Adjustments and Appeals meeting to explain the special exceptions request. The Brownsville Board of Adjustments and Appeals holds its meetings at 5:30 p.m. on the first Wednesday of each month, in the City Commission Chambers, on the 2nd floor of the Brownsville City Hall, located at 1001 East Elizabeth Street, Brownsville, Cameron County, Texas 78520.

1. Name: _____ **Phone #:** _____
Street Address: _____ **City:** _____

2. Legal Description of property covered by this application:

3. Street Address: _____ **Zoning:** _____

4. Describe the extent of special exception requested and how it would comply with the following: (use additional pages if necessary) _____

1. Will the proposed use endanger the public health in the surrounding area?
2. Will the proposed use prevent neighboring property owners from having full use and enjoyment of their properties?
3. Is the proposed use consistent with the overall intent of the zoning regulations?
4. Is the proposed use compatible with adjoining land uses and the character of the surrounding neighborhood?

The following exhibits shall be required to complete this application:

1. A hearing fee of \$250 for Special Exceptions.
2. A drawing to scale which shows structures (if any) and the Special Exception requested.
3. A survey prepared by a State Registered Surveyor, showing all property lines, structures, and other information as required.
4. Must submit 9 copies of the plans.

Applicant Signature: _____

Agent's Signature (If any): _____

Inspector's Signature: _____

*Note: Building Official may require additional information.

**Note: Failure of applicant to appear will require reapplying to include full fee.

***Note: Board of Adjustments and Appeals meets every 1st Wednesday of every month. Complete application, supporting documents and paid fees are due twelve (12) calendar days prior to meeting date.