

Zoning Board of Appeals Application

Applications Due: 4th Friday of every month.

There are no meetings in December.

Planning & Zoning

150 N. Main Street

Imlay City MI 48444

adminasst@imlaycity.org

810-724-2135



Type of Application: ☐ Non Use – Variance ☐ Interpretation

Applicant: _____ Applicant Address: _____

Phone: _____ Email: _____

Property Owner (if not the same): _____ Phone: _____

Property Owner Address: _____ Email: _____

Property ID (Parcel #): _____ Lot Size: _____

Parcel Address: _____ Current Zoning District: _____

Description of Request: _____

☐ **Written Description Reason for Request** (See back of application)

☐ **Plot Plan** (existing structures, propose use areas, general location proposed buildings and parking lot, surrounding properties)

Copies of Plot Plan: ☐ Digital Copy ☐ 4 Hard Copies

☐ **A Legal Description of the Subject Property** (attached)

I do hereby swear that all statements, signatures, descriptions and exhibits submitted on or with this application are true and accurate to the best of my knowledge and that I am authorized to file and act on behalf of all owners of the subject property. The undersigned deposes that foregoing statements, answers, and accompanied information is true and correct.

Applicant Signature: _____ Date: _____

Are you the Legal Owner of Subject Property? ☐ Yes ☐ No

If no, have the property owner fill out and sign this portion of the application.

Name: _____ Signature: _____ Date: _____

By signing this application, I consent to City Officials coming onto the subject property to evaluate this application. I acknowledge that I am responsible for all cost incurred by the City in the processing of this application and may be billed in addition to the initial fee.

Official Use Only

Received By: _____ Received Date: _____ Case #: _____ Fee Paid: _____

Final Decision By: _____ Decision Date: _____

☐ Approved ☐ Approved with Conditions ☐ Denied

Conditions/Notes: _____

Applicant: _____ Applicant Address: _____

Written Description of Reason for Request: _____

Per Section 6.35.a. are the standards for approval of a non-use variance. Please write how you meet all 7 standards.

1. Strict compliance with restrictions governing area, setback, frontage, height, bulk, density, or other "non-use" matters will unreasonably prevent the owner from using the property for a permitted purpose or will be unnecessarily burdensome. The variance will do substantial justice to the applicant, as well as to other property owners.

2. A lesser variance than that requested will not give substantial relief to the applicant and/or be consistent with justice to other property owners.

3. The need for the variance is due to unique circumstances or conditions peculiar to the property and not generally applicable in the area or to other properties in the same zoning district such as exceptional narrowness, shallowness, shape, topography, or area.

4. The problem and resulting need for the variance has not been self-created by the applicant and/ or the applicant's predecessor may or may not be considered depending upon whether the practical difficulty would have existed regardless of the action.

5. The variance will not alter the essential character of the area. In determining whether the effect the variance will have on the character of the area, the established type and pattern of land uses in the area and the natural characteristics of the site and surrounding area will be considered.

6. The granting of the variance will not materially impair the intent and purpose of this Ordinance.

7. A simple majority of the ZBA membership is required to grant a dimensional variance.