

**ZONING BOARD OF APPEALS**  
**ADMINISTRATIVE APPEAL APPLICATION**

**City of Imlay City**  
**150 North Main Street**  
**Imlay City, MI 48444**  
**(810) 724-2135 Fax (810) 724-1861**

<b>SUBMITTAL DATES</b>	<b>ZONING BOARD OF APPEALS MEETING DATES</b>
<b>December 24, 2020</b>	<b>January 28, 2021</b>
<b>January 29, 2021</b>	<b>February 25, 2021</b>
<b>February 26, 2021</b>	<b>March 25, 2021</b>
<b>March 26, 2021</b>	<b>April 22, 2021</b>
<b>April 23, 2021</b>	<b>May 27, 2021</b>
<b>May 28, 2021</b>	<b>June 24, 2021</b>
<b>June 25, 2021</b>	<b>July 22, 2021</b>
<b>July 23, 2021</b>	<b>August 26, 2021</b>
<b>August 27, 2021</b>	<b>September 23, 2021</b>
<b>September 24, 2021</b>	<b>October 28, 2021</b>
<b>October 29, 2021</b>	<b>November 24, 2021 (Wednesday)</b>
<b>November 25, 2021</b>	<b>December 22, 2021 (Wednesday)</b>
<b>December 23, 2021</b>	<b>January 27, 2022</b>

**The Zoning Board of Appeals meets on the 4th Thursday of each month on an as needed basis. The meetings will begin at 6:00 P.M. unless otherwise noted and are held at Imlay City, 150 North Main Street.**

**Applications will be accepted for Zoning Board of Appeals review until 4:00 P.M. on the submittal deadline date. Incomplete applications will be refused.**

**CITY OF IMLAY CITY**  
**ADMINISTRATIVE APPEAL APPLICATION**  
**ZONING BOARD OF APPEALS**

**THIS APPLICATION SHALL BE  
FILED BY THE LEGAL  
OWNER OF THE PROPERTY**

To be completed by petitioner and returned to the City Office

1. **Petitioner Name** \_\_\_\_\_

2. **Location of Property**

Address \_\_\_\_\_

Property Tax ID Number \_\_\_\_\_

Cross Streets \_\_\_\_\_

\_\_\_\_\_

3. **Identification**

**Petitioner** \_\_\_\_\_

**Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Interest in the Property**

**Property Owner**     **Other (specify)** \_\_\_\_\_

**Property Owner** \_\_\_\_\_

**Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Length of Ownership** \_\_\_\_\_

4. **Property Information**

**Zoning District** \_\_\_\_\_ **Current use** \_\_\_\_\_

**Depth** \_\_\_\_\_ **Width** \_\_\_\_\_

5. Appeals Request: Please describe the administrative determination(s) you are appealing:

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6. Please list your reason(s) for the Appeal:

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I, \_\_\_\_\_ (applicant), do hereby swear that the above statement(s) are true.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

I, \_\_\_\_\_ (property owner), hereby give permission for Imlay City, city officials, staff, and consultants to go on the property for which the above referenced petition is proposed for purposes of verifying information provided on the submitted application.

# Zoning Ordinance – Zoning Board of Appeals

## Section 28.6 Jurisdiction, Duties and Responsibilities

The Board shall have all jurisdiction and powers granted by Act 207 of the Public Acts of 1921 (M.C.L.A. §§ 125.581 et seq., M.S.A. §§ 5.2931 et seq.), as amended, all jurisdiction and powers prescribed in other articles of this ordinance or in other chapters of the Code of Ordinances, and the following specific jurisdiction and powers:

- A. To hear and decide appeals from and review any order, requirements, permit, decision or determination made by the Building Official and Zoning Administrator, Planning Commission or any other administrative official in enforcing the provisions of this ordinance. The Board may reverse or affirm, wholly or in part, or may modify the order, requirement, permit, decision or determination as in the Board's opinion ought to be made in the premises, and to that end shall have all the powers of the administrative official from whom the appeal is taken.
- B. To hear and decide matters referred to it or upon which it is required to pass under any ordinance adopted pursuant to Act 207 of 1921 (M.C.L.A. §§ 125.581 et seq., M.S.A. §§ 5.2931 et seq.), as amended, of the state, or by other chapters of the Code of Ordinances.
- C. Where there are practical difficulties or unnecessary hardship in the way of carrying out the strict letter of the ordinance, chapter or code applicable to the matter appealed from, the Zoning Board of Appeals shall have power in passing upon appeals to vary or modify any of its rules, regulations or provisions relating to the construction, structural changes in, equipment, or alteration of buildings or structures or the uses of land, buildings or structures, so that the spirit of the particular chapter shall be preserved, public safety secured and substantial justice done.