

APPLICATION FOR ZONING BOARD OF APPEALS

SUTTONS BAY TOWNSHIP

P.O. BOX 457

SUTTONS BAY, MI 49682

Applicant:

Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Applicant's Interest / Relationship in the property (ie: Owner, Option, Land Contract, Developer, Agent, etc.):

Owner (If other than the Applicant) :

Name: _____

Address: _____

Location of Property:

Property (Tax) Number: 45-011-_____ Section: _____

Street Address of Parcel: _____

Current Zoning of Parcel: _____

Acreage of Parcel: _____

Existing Structures on Parcel: _____

Requested Action:

This Application must be accompanied by documentation supporting the requested action, including the items listed on the Suttons Bay Township ZBA Checklist.

Signature: By: _____

Name: _____

Title: _____

Date: _____

Suttons Bay Township Zoning Board of Appeals

Checklist for ZBA Applications

REQUIRED ITEMS:

1. Application Form – signed by property owner (or agent with agency form)
2. Filing Fee
3. Survey or Site Plan, drawn to scale, that clearly shows the request being made along with existing and proposed structures, adjacent buildings where applicable, roads, property lines, easements, and pertinent natural features.
4. Statement of requested action and reason for request
5. Statement addressing standards for variances (if request is for a variance)
6. Legal Description of parcel.

OPTIONAL ITEMS:

1. Photos of property.
2. Statements of support
3. Agency Permits or Approvals.

TOWNSHIP WILL PROVIDE THE FOLLOWING:

1. List of Property Owners within 300 feet of the subject parcel.
2. Area map around the subject parcel.

Suttons Bay Township Variance Applications must contain a statement that addresses how the proposal meets all of the following standards:

SECTION 16.3.3 VARIANCES

The Zoning Board of Appeals may grant dimensional variances from the strict and literal enforcement of the provisions of this Ordinance. Practical difficulties unique to the property in question must be demonstrated before a variance is granted. Listed below are the standards to be applied:

- A. Standards for Variance. Listed below are the five standards to be applied:
1. That the need for the requested variance is due to unique circumstances or physical conditions of the property involved, such as narrowness, shallowness, shape, water, or topography as compared with other properties in the zoning district. The need for variance shall not be due to the applicant's personal or economic difficulty.
 2. That the need for the requested variance is not the result of actions of the property owner or previous property owners (self-created).
 3. That strict compliance with regulations governing area, setback, frontage, height, bulk, density or other dimensional requirements will unreasonably prevent the property owner from using the property for a permitted purpose, or will render conformity with those regulations unnecessarily burdensome.
 4. That the requested variance is necessary to do substantial justice to the applicant as well as to other property owners in the district.
 5. That the requested variance will not cause an adverse act on surrounding property, property values, or the use and enjoyment of property in the neighborhood or zoning district.
- B. Lesser Variance. The Zoning Board of Appeals may grant a lesser variance than that applied for if it would give substantial relief to the owner of the property and be more consistent with justice to other property owners.
- C. Conditions. The Zoning Board of Appeals may grant a variance with conditions necessary to comply with the intent of this Ordinance.