

ZONING BOARD OF APPEALS

APPLICATION INFORMATION SHEET

The Zoning Board of Appeals (ZBA) meets on the third Thursday of each month in which there are appeals for consideration.

Applications and a \$300.00 fee must be submitted to the Building Administrator a minimum of 20 business days prior to the scheduled meeting date of ZBA. The applicant may appear in person, or be represented by an agent or attorney. Additional charges may be forthcoming for consultant fee plus 10%.

Prior to the meeting, the ZBA gives notice to all persons on city tax rolls within a radius of 300 feet of property subject to the appeal. There will also be a resume of your request published in a qualified newspaper at least ten days prior to the ZBA meeting.

Your application will not be considered unless all required information is provided at the time of submission, to include a sketch or diagram of the property depicting measurements, structures, and proposed additions to the property. A Legal survey may be required and is determined by the Building Inspector.

The Building Administrator will be available to answer questions or assist you in filling out the application.

If your variance is approved you must obtain a building permit within one year of approval.

The City of Algonac Zoning Ordinance Article XIV – Board of Appeals sets forth the requirements and procedures of the Zoning Board of Appeals. This section of the ordinance is attached to this application. ***Please review this ordinance before you submit your application.*** If you have any questions, you may contact the Building Administrator/Inspector at (810) 794-9361 extension #213.

APPEALS APPLICATION
ZONING BOARD OF APPEALS
CITY OF ALGONAC

Appeal No. _____

Name

Address

City State Zip

Date Filed

Telephone

Received By: Signature/Title

PART A. TO BE COMPLETED BY APPLICANT

The property, subject of this appeal, is located at:

Address: _____

Parcel No. _____

Name of Applicant(s); if not owner,
state owner's name and address

Address

City State Zip

"Optional"

May ZBA members visit the site to view existing condition? Yes _____ No _____

HEREBY APPEAL (S) TO THE ZONING BOARD OF APPEALS FOR:

1. Description of Property as it is at present:

A. Size of Lot _____

B. Area (sq. ft.) of Lot _____

C. Corner Lot _____

 Interior Lot _____

 Waterfront Lot _____

D. Number of buildings now on property: _____

E. Type/Use/Size of each building:

F. Percentage of Lot Coverage on Ground Level: _____

2. Description of Proposed Structure/Addition:

A. Briefly Describe Proposed Structure or Addition:

B. Dimensions: Complete as Applicable:

Height _____
Width _____
Length _____
Density _____

C. Percentage of Lot Coverage with Proposed Structure/Addition: _____

D. Yard Setback After Completion of Proposed Structure/Addition:

Front Yard _____
Side Yard _____
Rear Yard _____

E. Sketch/Diagram Depicting Property and Proposal with Information Above (Item 1 & 2) must be attached to this application. This sketch shall be on paper

8 1/2 x 11 in size and to scale. Additional plans may also be submitted.

F. Estimated date of start and completion of project: _____

3. Explanation of Appeal (use back of this sheet if space below is not adequate).

A. Interpretation of Case, Reason for Appeal;

B. Explain all Special Consideration, Unique Hardship, any Limiting Factors Pertinent to your Appeal;

C. Will approval of this Appeal Change the Character of your Immediate Neighborhood and/or the Zoning District in which the property is located?

Yes _____ No _____

(Explain)

4. I hereby depose that all the information provided in this application Part A, and attachments submitted herewith are true and correct, to the best of my knowledge and belief.

Applicant (s)

Subscribed and Sworn to before me this _____ day of _____ A.D.

My commission expires: _____

Notary Public

PART B. BUILDING INSPECTOR

- 1. Present Zoning Classification of Property:
- 2. Article (s) and Section Number (s) of Zoning Ordinance Being Appealed:

3. Comment/Additional Information for ZBA:

Date

Building Official

City of Algonac Site Plan

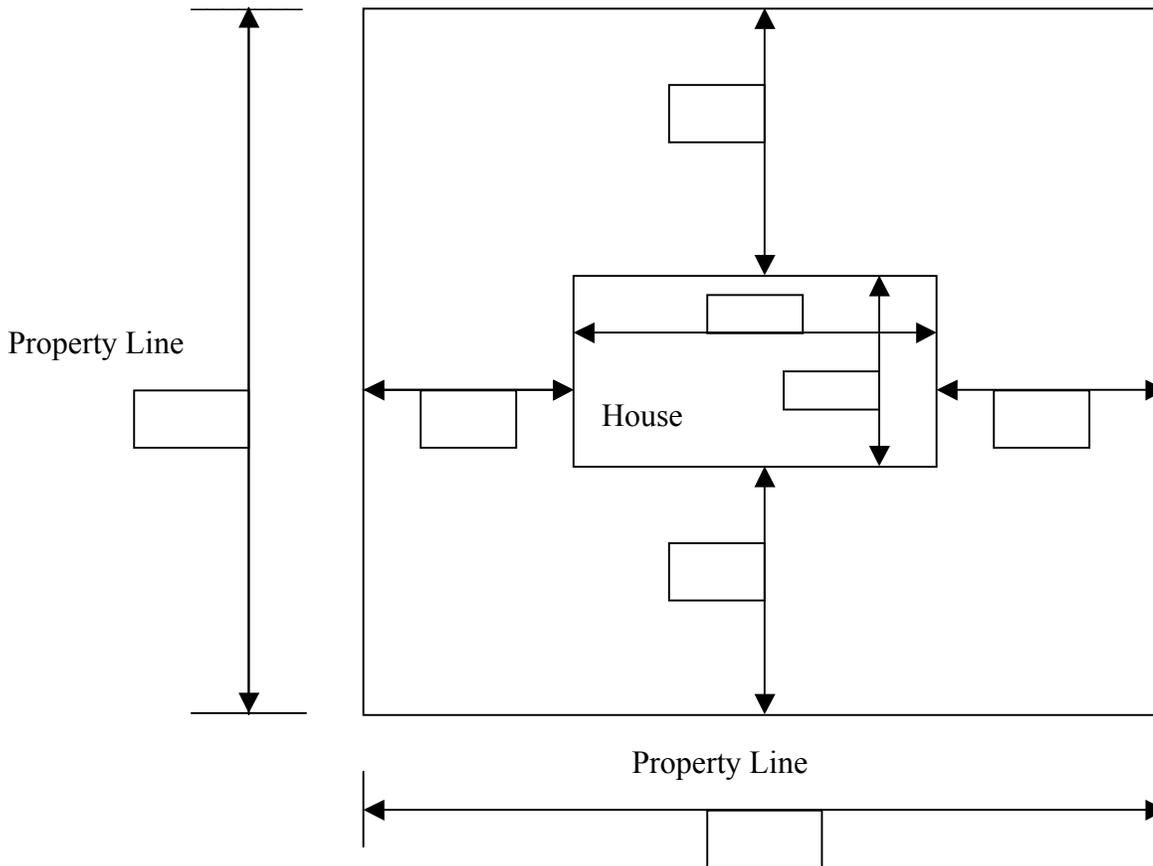
Address _____

All dimensions in all boxes to be filled in by feet and inches.

Draw in all accessory structures (Garages, Sheds, Barns, Swim Pools, Etc.)

Show length and width of each structure.

Draw in proposed structure - Show length, width, height, and distance from lot lines and house.



Signature _____ Date _____

Remarks _____
