

ZBA Application

Appeal No. _____

1. APPLICANT

☐ is the owner ☐ has an option to purchase ☐ is buying on land contract

Name _____ Street Address _____

City _____ State _____ Zip Code _____ Cell Phone _____

Home Phone _____ Email Address _____

2. PROPERTY DESCRIPTION

☐ Corner Lot ☐ Interior Lot ☐ Waterfront Lot

Property Address: _____ Sidwell No: _____ Size: _____

Square footage of lot _____ # of buildings on lot _____ % of lot covered by buildings _____

Describe Type/Use/Size of each building _____

3. EXPLAIN REASONS FOR APPEAL

Reason for appeal, unique hardship, why such change will not be detrimental to public welfare nor the property of any other persons in the vicinity.

4. DESCRIBE APPEAL

Describe proposed project _____

Dimensions: Height _____ Width: _____ Length: _____ Setbacks after project completion: Front _____ Side _____ Rear _____

% of lot that will now be covered by buildings _____ Project Timeline: Start Date _____ Completion Date _____

5. LEGAL OWNER, IF NOT APPLICANT

Name _____ Street Address _____

City _____ State _____ Zip Code _____ Cell Phone _____

Home Phone _____ Email Address _____

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6. **MAY ZBA MEMBERS VISIT SITE?** ☐ Yes ☐ No

7. ATTACHMENTS REQUIRED

☐ 8 ½" x 11" legible and reasonably accurate location sketch TO SCALE. North shall point up.

8. SIGNATURES REQUIRED

I hereby depose that all the information provided with this application are true and correct, to the best of my knowledge and belief.

Applicant Signature: _____ Date: _____

Subscribed and sworn to before me this _____ day of _____, 20____. My commission expires _____.

Notary Public in _____, acting in St. Clair County, MI.

Printed Name of Notary

Signature of Notary

9. INFORMATION

- ☐ ZBA meetings are held the 3rd Thursday of the month when necessary.
- ☐ Incomplete applications will not be considered. A legal survey may be required by the Building Official.
- ☐ Complete applications with \$225 application fee must be submitted at least 20 business days prior to meeting date.
- ☐ Applicant will be required to reimburse the city for any consultant fees plus an administrative charge.
- ☐ All property owners within a radius of 300 feet of the subject property will be notified by the city of the ZBA meeting.
- ☐ The request for appeal must be published by the city in a qualified newspaper at least ten (10) days prior to the ZBA meeting.
- ☐ If the appeal is granted, a building permit must be obtained within one year.
- ☐ More information about the Zoning Board of Appeals can be found online at
https://library.municode.com/mi/algonac/codes/code_of_ordinances?nodeId=PTIICOOR_CH50ZO_ARTXIXBOAP.

City of Algonac

ZBA Application

805 St. Clair River Drive, PO Box 454,
Algonac, MI 48001.
810-794-9361. www.cityofalgonac.org.

Appeal No. _____

FOR CITY OF ALGONAC USE ONLY

Property Address: _____

Current Zoning Classification: _____ ☐ Conforming ☐ Non-Conforming

Zoning Ordinance (s) being Appealed:

Section Number	Article Number	Ordinance

Additional Comments/Information

Building Official

Date

Routing	Approval	Comments
Building		
City Clerk		
DPW		
Fire		
Sheriff		
Water		
City Manager		

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ZONING BOARD OF APPEALS DECISION

A hearing was held at the City of Algonac, 805 St. Clair River Drive, Algonac, MI 48001
on the _____ day of _____, 20_____.

Upon consideration, it is hereby ordered:

Motion By: _____ Seconded By: _____

Motion:

AYES:

NAYS:

A majority of the total membership is necessary to 1) reverse any administration decision, 2) grant a non-use variance, or 3) make a decision in favor of applicant.

ZBA Chairman