

## 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 3<sup>rd</sup> 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 \$200 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](https://library.municode.com/mi/algonac/codes/code_of_ordinances?nodeId=PTIICOOR_CH50ZO_ARTXIXBOAP).

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### 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

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\_\_\_\_\_  
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:

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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