

Property Number: _____
Date: _____
Name: _____

OFFICE USE ONLY
Date Rec'd: _____ Fee Rec'd: _____ Receipt or Check #: _____ Hearing Date: _____
Return Date: _____ ZA Approval: _____ Secretary Approval: _____

ALGANSEE TOWNSHIP - ZONING BOARD OF APPEALS

Application for Ordinance Section

20.05 - Interpretation , 20.06 - Appeal , or 20.07 - Variance

Applicant: _____	Property Owner: _____
Address: _____	Address: _____
Address: _____	Address: _____
Phone Number: _____	Phone Number: _____
E-mail: _____	E-mail: _____

***Applicant or a Representative MUST attend the Zoning Board of Appeals meeting for this application.**

Applicant's Capacity, if NOT the Property Owner (check one):

Builder , Have option to purchase , Agent , or Other (explain): _____

Proposed Construction Site Address (if known): _____

Proof of Ownership Showing Legal Description of Property: Attach a Copy of Deed , Tax Bill , or Purchase Agreement (check item(s) attached)

Property Number: _____-_____-_____-_____-_____

Zoning District (see Zoning Ordinance): _____

- For a Variance Request, attach eight (8) drawings showing the following:
- a. Property with dimensions, road names and directional arrows.
 - b. All existing buildings with distances from building to building and buildings to property lines.
 - c. Proposed structure showing dimensions of structure, distances to property lines and distances to surrounding buildings.

Action Requested:

- To grant a variance to certain requirements of the Zoning Ordinance, (parking, setbacks, lot size, height, floor area, sign regulations, location of accessory buildings, maximum amount of lot coverage etc.). Specify the section and specific regulations a variance is being sought from: _____

- To interpret a particular section of the ordinance, as it is felt the Zoning Administrator/Planning Commission is not using the proper interpretation: Section _____

To interpret the Zoning Map, as it is felt the Zoning Administrator/Planning Commission is not reading the map properly. Describe the portion of the Zoning Map in question (attach detailed maps if applicable): _____
(____ additional pages attached to complete answer)

To appeal an action of the Zoning Administrator. The Zoning Administrator erred (did not issue a permit, issued a permit, enforcement): _____
(____ additional pages attached to complete answer)

STATEMENT OF JUSTIFICATION FOR REQUESTED ACTION

State specifically the reason for this special use permit request: _____

(____ additional pages attached to complete answer)

ATTACH EIGHT (8) COPIES OF A SITE PLAN.

VARIANCE QUESTIONS:

Provide answers to the following Questions on an additional sheet. Please number the answers the same as they are numbered here.

1. Are there any physical conditions or characteristics which would prohibit the use of this property in accordance with the existing Zoning Ordinance?
2. What conditions on this property or in this neighborhood, and not found broadly throughout the rest of your district, require a need for this variance?
3. The variance requested is the minimum necessary to permit a reasonable use of the land, building, or structure.
4. Are you asking for a special privilege that others in your district may not be granted?
5. What is different about this property that requires the need for a variance?
6. Is there another way to do this without a variance?
7. Will the granting of this variance fit with the characteristics of the current neighborhood and will it create any safety issues?

ADDITIONAL INFORMATION THAT MUST BE PROVIDED IF APPLYING FOR A VARIANCE OR INTERPRETATION:

1. Attach a copy of all deed restrictions for the property in question.
(____ additional pages attached to complete answer)
2. List names and addresses of all other persons, firms, or corporations having a legal or equitable interest in the property in question.
(____ additional pages attached to complete answer)
3. This area is (check one): unplatted platted will be platted
If platted, name of plat: _____
4. What is the present use of the property? _____
(____ additional pages attached to complete answer)

Cost of the hearing will be stated by the approved cost list that is established by the Algansee Township Board. Cost of the hearing is payable prior to the hearing being scheduled. Payment of the hearing cost DOES NOT guarantee approval by the Planning Commission or the Township Board.

If approved, then an additional fee will be required for the Zoning Permit and will be required before construction begins. There may be other County, State, and Federal permits required but it is your responsibility to acquire these through the appropriate agency, NOT Algansee Township.

All applicants or their designee are required to attend all public hearings and meetings related to this request. Failure to attend these meetings may result in the forfeiture of all fees and may require you to reapply by filing a new application.

When completed, contact the Algansee Township Zoning Administrator. This application along with the Check List and ALL documentation must be returned to the Zoning Administrator before any Hearing dates can be scheduled. It is suggested that you make copies of the application and all attached paperwork for your files.

AFFIDAVIT: I agree the statements made above are true, and if found not to be true, any Zoning Permit that may be issued may be voided. Further, I agree to comply with the conditions and regulations provided with any permit that may be issued. Further, I agree the permit that may be issued is with the understanding all applicable sections of the Algansee Township Zoning Ordinance will be complied with. Further, I agree to notify the Zoning Administrator of Algansee Township for inspection before the start of construction and when locations of proposed uses are marked on the ground. Further, I agree to give permission for officials of Algansee Township, the County of Branch and the State of Michigan to enter the property subject to this permit application for purposes of inspection. Finally, I understand this application is NOT a permit; if issued, conveys only land use rights, and does not include any representation or conveyance of rights in any other statute, building code, deed restriction, or other property rights.

NOTARY

Signature of Applicant: _____

Signature of Deed Holder, if not Applicant: _____

Subscribed and sworn before me; Signature: _____

This _____ day of _____ 20____ Name of Notary: _____

County of _____ My Commission Expires: _____

PLEASE COMPLETE THE FOLLOWING CHECK LIST
Information from the Application

From page 1 of Variance Request Application:

	Answered on Application	Answered on Attached Page	Number of Pages Attached
Proof of Ownership	<input type="checkbox"/>	<input type="checkbox"/>	_____
Drawing of Property	<input type="checkbox"/>	<input type="checkbox"/>	_____
Action Requested	<input type="checkbox"/>	<input type="checkbox"/>	_____
Reason for Variance Request	<input type="checkbox"/>	<input type="checkbox"/>	_____

From page 2 of Variance Request Application:

Statement of Justification	<input type="checkbox"/>	<input type="checkbox"/>	_____
Variance Questions			
Item 1	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 2	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 3	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 4	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 5	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 6	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 7	<input type="checkbox"/>	<input type="checkbox"/>	_____
Additional Information			
Item 1	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 2	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 3	<input type="checkbox"/>	<input type="checkbox"/>	_____
Item 4	<input type="checkbox"/>	<input type="checkbox"/>	_____
8 Copies of Site Plan	<input type="checkbox"/>	<input type="checkbox"/>	_____
List any additional if needed:			
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____