



BOARD OF ZONING APPEALS APPLICATION



<input type="checkbox"/> Variance – Non-Use/Dimensional (\$50)	<input type="checkbox"/> Interpretation (\$250)
<input type="checkbox"/> Variance – Use (\$250)	<input type="checkbox"/> Temporary Use (\$50)
<input type="checkbox"/> Appeal (\$250)	<input type="checkbox"/> Nonconforming Use Change (\$50)

Applicant Name: _____

Street Address: _____

City: _____ **State:** _____ **Zipcode:** _____

Phone Number(s): _____ **E-mail:** _____

I hereby attest that all information on this application is, to the best of my knowledge, true and accurate.

Signature: _____ **Date:** _____

Applicant is the: Owner Lessee Optionee Contractor/Architect

Property Owner's Name (if different from applicant): _____

Street Address: _____

City: _____ **State:** _____ **Zipcode:** _____

Phone Number(s): _____ **E-mail:** _____

Signature: _____ **Date:** _____

I hereby grant permission for members of the City of Belding (Board of Zoning Appeals) (Staff) to enter the property described below (or as described in the attached) for the purpose of gathering information related to this application. (Note to applicant: This is optional and will not affect any decision on your application)

Signature of Owner: _____ **Date:** _____

Project Location or Address: _____

Parcel Number: _____

Explanation of Request: _____

If application is for an administrative appeal or variance, please attach one (1) copy of a plot plan of the premise drawn to scale, showing the location of all existing and proposed structures, improvements and uses on the property as well as any information required by Ordinance.

TO BE COMPLETED BY CITY

Date application and fee received and accepted: _____ Staff Initials: _____

Receipt Number: _____ Meeting Date: _____

Note: Information contained in this application, as well as supporting documentation, may be subject to review by the public if a Freedom of Information Act Request is filed.

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PAGE 2A – NON-USE VARIANCES

No variance will be granted unless the Zoning Board of Appeals finds reasonable evidence that all the following standards have been met. Please provide written evidence supporting each in the space provided. Please feel free to provide additional pages if necessary.

1. **What exceptional or extraordinary circumstances or conditions apply to the property in question that do not apply generally to other properties in the same zoning district?** *(i.e., Why is your property unique compared to others in the neighborhood?)*

2. **What condition or situation of the specific piece of property for which the variance is sought is not of so general or recurrent a nature as to make reasonably practical the formulation of a general regulation for such conditions or situations? Unique circumstances include: exceptional narrowness, shallowness or shape of a specific property on the effective date of this chapter, or by reason of exceptional topographic conditions or other extraordinary situation on the land, building or structure or by reason of the use or development of the property immediately adjoining the property in question, the literal enforcement of the requirements of this chapter would involve practical difficulties.** *(i.e., Why is an amendment to the Zoning Ordinance not a more reasonable and practical alternative to granting a variance?)*

3. **Why is a variance “necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and in the vicinity? Remember that “the possibility of increased financial return shall not of itself be deemed sufficient to warrant a variance.** *(i.e., What property rights do your neighbors enjoy that you can’t because of the nature of your property?)*

4. **How will the authorizing of a variance “not be significantly detrimental to adjacent property and the surrounding neighborhood”?** *(i.e., Will granting a variance to you negatively affect your neighbors?)*

5. **How will the variance not impair the intent and purpose of this ordinance?**

6. **Explain why the immediate practical difficulty causing the need for the variance request was not created by any action of the applicant.** *(i.e., Who/what is the cause of the difficulty?)*

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PAGE 2B – USE VARIANCES

No variance will be granted unless the Zoning Board of Appeals finds reasonable evidence that all the following standards have been met. Please provide written evidence supporting each in the space provided. Please feel free to provide additional pages if necessary.

1. **Explain why “the building, structure, or land cannot be reasonably used for any of the uses permitted by right or special approval in the zone district” it’s in.** *(i.e., Why can’t your property be used for what it’s zoned for?)*

2. **What condition or situation of the specific piece of property or the intended use of such property for which the variance is sought is not of so general or recurrent a nature as to make reasonably practical the formulation of a general regulation for such conditions or situations? Unique circumstances include: exceptional narrowness, shallowness or shape of a specific property on the effective date of this chapter, or by reason of exceptional topographic conditions or other extraordinary situation on the land, building or structure or by reason of the use or development of the property immediately adjoining the property in question, the literal enforcement of the requirements of this chapter would cause unnecessary hardship.** *(i.e., Why is an amendment to the Zoning Ordinance not a more reasonable and practical alternative to granting a variance? Why is your property unique compared to others in the neighborhood?)*

3. **Explain how the proposed use will not “alter the essential character of the neighborhood”.** *(i.e., Will granting a use variance to you negatively affect your neighbors?)*
