

Date: _____

Application Number: _____

Review Fee: \$ _____

**VILLAGE OF ALMONT
NON-USE VARIANCE APPLICATION**

PLEASE DIRECT ANY QUESTIONS TO THE ZONING ADMINISTRATOR AT (810) 798-8528

Applicant Information

Name: _____

Street Address: _____

City: _____ Zip: _____ Home Ph: _____ Day Ph: _____

Property Owner (if different from applicant; if more than 1 list on separate sheet)

Name: _____

Street Address: _____

City: _____ Zip: _____ Home Ph: _____ Day Ph: _____

Property for which variance is requested (if applicable)

Street Address: _____

Nearest Crossroads: _____

Tax Parcel ID#: _____ Zoning District: _____

Brief description of zoning ordinance requirement for which variance is being requested:

- A. Attach a signed written statement stating how you feel this variance request complies with the following standards (see Section 11.02)
- a) The standard for which the variance is being granted would unreasonably prevent the owner from using property for a permitted purpose or would render conformity unnecessarily burdensome.
 - b) The variance would do substantial justice to the applicant as well as to other property owners in the zoning district and a lesser relaxation of the standard would not provide substantial relief and be more consistent with justice to others.
 - c) The problem is due to circumstances unique to the property and not to general conditions in the area.
 - d) The problem that resulted in the need for the variance was not created by the applicant or previous owners of the property.
 - e) Issuance of the variance would still ensure that the spirit of

Attach a plot plan which shows dimensional relationships of all elements on the parcel and adjacent parcels, including boundaries, structures, parking areas and landscaping.

I hereby affirm that the above information is correct to the best of my knowledge.

Signature of Applicant

Print/type name

Date

Signature of Property Owner
(if different from applicant)

Print/type name

Date

(See reverse)

FOR OFFICE USE ONLY

_____ Date notice of ZBA meeting published.

_____ Date notice of ZBA meeting mailed to residents and property owners within 300' of subject parcel.
Attach copy of published notice and list of property owners sent notice.

ZBA Decision Variance approved Variance denied Variance approved w/Conditions
Date of ZBA meeting (minutes attached): _____

Remarks: _____

INSTRUCTIONS FOR FILING FOR BOARD OF APPEALS HEARING

REGULAR ZONING BOARD OF APPEALS MEETINGS are held at 7:00 p.m. on the 2nd Thursday of each month at the Village Hall.

The applications must be submitted far enough in advance of the Planning Commission meeting to allow time to meet the requirements for advertising (15 days in advance of the meeting) and notifying the owners of property within 300 feet

HEARINGS WILL NOT BE SCHEDULED UNLESS **ALL** INFORMATION IS SUBMITTED AND FEE PAID

Applicant must attend the Village Planning Commission meeting or be represented by a person with written approval to act on behalf of applicant.

THE FOLLOWING MUST BE SUBMITTED BY THE APPLICANT:

1. Application to the Zoning Board of Appeals on reverse side of this form.
2. Proof of ownership of the property – DEED
3. Plot plan with all the required information noted on it (see attached sample)
 - The exact dimensions of the parcel.
 - All abutting streets, alleys or easements.
 - The size, position and height of all existing and proposed buildings or structures on the property, including their setback from lot lines.
 - Location, capacity and surfacing of all existing and proposed parking.
4. Any other information deemed necessary by the Zoning Administrator for the proper enforcement of this Ordinance
5. A list of the variances being requested.
6. An explanation of how the requested variances meet the standards listed on the reverse side of this form.
7. Application fee.