ZONING BOARD OF APPEALS APPLICATION

CITY OF FERRYSBURG, 17290 ROOSEVELT RD, P.O. BOX 38, FERRYSBURG MI 49409

INSTRUCTIONS

Print or type requested information. Incomplete applications may delay processing of your request.

√	TYPE OF REQUEST
	Non-Use (Dimensional) Variance
	Appeal of Administrative Decision
	Ordinance (Text) Interpretation
	Zone District Boundary (Map) Interpretation
	Non-Conforming Use
	Other _____

APPLICANT INFORMATION	
Address	
Telephone (home)	
Business name	
Business address	
Telephone (business)	
Business FAX	
Project architect/engineer	
Address of architect/engineer	
Telephone of architect/engineer	

PROPERTY/PROJECT INFORMATION	
Address of subject property	
Parcel identification number	
Property owner (name/address)	
Current zoning	
Current use	
Proposed use	
Construction start date	

ZONING BOARD OF APPEALS APPLICATION - Page 2

Description of Request

Please describe your request in complete detail. Feel free to add additional pages and/or drawings, maps, photographs of the site, and other documentation that might help the Zoning Board of Appeals make a decision on your request.

****IMPORTANT** if your request is for a dimensional variance, you must attach a basic site plan drawing (no larger than 11" x 17") showing the **location and dimensions** of your property lines, existing and proposed buildings, easements, building setbacks, and other items necessary to adequately and accurately show the nature of your request.

ZONING BOARD OF APPEALS APPLICATION - Page 3

For **each** request, you must explain how your request involves the following elements:

a. That there are practical difficulties or unnecessary hardships resulting from exceptional, extraordinary, or unique circumstances or conditions applying to the property in question which are different than other properties in the same zoning district or result from conditions which do not exist throughout the City of Ferrysburg.

b. That such variance is necessary for the preservation and enjoyment of a substantial property right. The possibility of increased financial return shall not of itself be deemed sufficient to warrant a variance.

c. That the granting of such variance will not be of substantial detriment to adjacent property or materially impair the intent and purposes of this Ordinance or the public interest.

d. That the applicant shall not have created the problem for which the variance is being sought.

e. That the granting of the variance will not be contrary to the public interest and that the spirit of this Ordinance shall be observed, public safety secured, and substantial justice done for both the applicant and other property owners in the district.

ZONING BOARD OF APPEALS APPLICATION - Page 5

Owner of subject property (if different than applicant). If there are multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	
Address of property owner (if different than applicant).	
Real Estate Firm/Broker handling sale of property (if applicable). Provide name and address. *Note: If you do not own the subject property, you must provide a copy of a Purchase Agreement or instrument acceptable to the City indicating the owner is fully aware of, and in agreement with, the requested action.*	
City Business License Permit Number (if applicable).	

APPLICANT CERTIFICATION

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City to enter the property associated with this application for purposes of conducting necessary site inspections.

By: _____ By: _____
(Signature) (Signature)

Name: _____ Name: _____
(Type/Print) (Type/Print)

Date: _____ Date: _____

CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION

ITEM	ACTION
Date application received:	
Fee paid:	
Does application require public hearing?:	Hearing Date:
Staff review date/reviewer name:	
ZBA final action:	Approve: Deny:
Conditions Attached to Approval:	Yes (See Attached Sheet): No:
Other:	