

# St. Clair Township

Building Department

1539 S. Bartlett Rd.

St. Clair, MI 48079

Email: [buildingofficial@stclairtp.org](mailto:buildingofficial@stclairtp.org)

Phone: (810) 329-9042 X 202

Fax: (810) 329-1198

## ZONING BOARD OF APPEALS APPLICATION

Application Fee \$350

**NOTE: Additional fees may be assessed by Township Planning and/or Engineering Consultants**

The Zoning Board of Appeals meets as necessary when requested. Applications must be filled out at least thirty (30) days prior to a meeting. The Township must notify the surrounding property owners within a 300-foot radius from the address listed on this application.

Please submit the following documents:

1. Completed Zoning Board of Appeals application
2. Site Plan – Submit (10) ten copies of the site plan drawn to scale based on a land survey prepared and sealed by a registered land surveyor or registered engineer (if applicable) showing: Property lines and dimensions, all structures and building (existing and Proposed), all setback dimensions, driveways, and all adjacent uses and structures within 50 feet of all property line(s) ,
3. Proof of ownership - \*If the applicant is not the owner of the property, please provide a document (land contract, purchase agreement, option to purchase, etc.) that indicates the applicant's interest in the property as well as a notarized letter from the property owner indicating no objection to the request.
4. Any other information which the applicant feels will aid the Township in its review

*\*\*Your application will not be considered unless all required information is provided at the time of submission and all required fees have been paid.\*\**

**Building permits must be obtained within one (1) year of your variance approval**

### Address of property where variance is being requested:

\_\_\_\_\_

Number	Street Name	Parcel #
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### Applicant/Owner Information

Applicant(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

Number	Street	City	State	Zip Code
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Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Name (If different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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### Variance Request Information:

**Type of Review Requested:** Appeal: \_\_\_\_\_

Interpretation: \_\_\_\_\_

Temporary Use: \_\_\_\_\_

### **Current Property Status:**

Subject property is zoned: \_\_\_\_\_

Total square footage of property: \_\_\_\_\_ Circle one: *Corner lot* *Interior lot* *Waterfront lot*

Number of structures on property: \_\_\_\_\_ Percentage of lot coverage by structure/s: \_\_\_\_\_%

Type/Use/Size of each structure: \_\_\_\_\_

\_\_\_\_\_

**Project Description:** For an appeal, describe the proposed project and variance requested including details about each structure affected. For an interpretation, provide the specific section of the ordinance and the request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Percentage of lot coverage by structure/s, including proposed variance: \_\_\_\_\_%

Proposed overall building height (if applicable): \_\_\_\_\_

### **For a variance to be granted, the Applicant must prove a practical difficulty or hardship exists**

Please explain the exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties or classes of uses in the same district or zone:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Will the proposed variance or new land use: *Explain in areas provided*

1. Will be of such location, size and character that it will be in harmony with the appropriate and orderly development of the surrounding neighborhood and applicable regulations of the zoning district in which it is to be located:

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2. Will be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration vehicular turning movements in relation to routes of traffic flow, proximity and relationship to intersections, adequacy of sight distances, location and access of off street parking and provisions for pedestrian traffic, with particular attention to minimizing child vehicle contacts in residential districts:

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3. Will be designed as to location, size, intensity, site layout and periods of operation of any such proposed use to eliminate any possible nuisance emanating there from which might be noxious to the occupants of any other nearby uses, whether by reason of dust, noise, fumes, vibrations, smoke or lights.

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4. Will be such that the proposed location and height of buildings or structures and location, nature and height or walls, fences and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.

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5. Will relate harmoniously with the physical and economic aspects of adjacent land uses as regards prevailing shopping habits, convenience of access by prospective patrons, continuity of development, and need for particular services and facilities in specific areas of the Township.

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6. Is so designed, located and proposed to be operated that the public health, safety and welfare will be protected.

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7. Will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.

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*I (we) hereby attest that all the information provided in this application and attachments submitted are true and correct to the best of my (our) knowledge and belief:*

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**Applicant's Signature**

**Date**

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**Property Owner's Signature**

**Date**