### CHARTER TOWNSHIP OF CHESTERFIELD ZONING BOARD OF APPEALS 47275 SUGARBUSH ROAD CHESTERFIELD, MICHIGAN 48047 (586) 949-0400 #1167

#### INSTRUCTION SHEET

- 1. Zoning Board of Appeals Members meet on the second and fourth Wednesday of the month.
- 2. Deadline for appearance applications must be submitted at least one month before the requested hearing. This is due to a change in the State Statute.
- 3. Petition must be received by 12:00 noon on the deadline date.
- 4. Fee must be paid at the time of application before any scheduling action can be taken. REQUIRED FEE IS \$250.00 for residential requests and \$400.00 for commercial requests.
- 5. <u>Complete</u> and submit (with email address to receive your agenda) the attached ZBA form at the time the fee is paid.
- 6. Turn in your request at the Township Office, along with your fee, and retain your receipt. (Office hours are between 8:00 A.M. and 4:30 P.M. Monday thru Friday).
- 7. Applications must be signed by the applicant and witnessed by a Notary Public.
- 8. All Applicants must be present at the assigned scheduled hearing. Please contact the department regarding any **cancellation** of meetings.
- 9. Any additional questions may be directed to the Township Planning and Zoning Department.
- 10. If you are not familiar with Township Building and/or Zoning Restrictions and Requirements, Chapter 76, Zoning, of the Code of Ordinance it may be secured at the Township Office for a fee or on our website at <a href="https://www.chesterfieldtwp.org">www.chesterfieldtwp.org</a>
- 11. IF SUBMITTING COLOR COPIES OR DRAWINGS LARGER THAN 11 X 17, YOU SUBMIT 12 COPIES OF EACH.

# THE CHARTER TOWNSHIP OF CHESTERFIELD ZONING BOARD OF APPEALS PETITION #\_\_\_\_\_

PLEASE TAKE NOT	TICE THAT THE ZONING BO	OARD OF APPEALS WILL HOLD A PUBLIC HEARING ON
		, AT THE MUNICIPAL
		CHESTERFIELD TOWNSHIP AT 7:00 P.M.
	DESCRIBE THE TY	PE OF VARIANCE REQUESTED
	Attach an Accurat	e Drawing of the Site Showing:
a)	Property boundaries;	
b)	Existing and proposed buil	
c)		ines of each existing or proposed building;
d)	Unusual physical features	of the site or building;
e)	Abutting streets;	
f)	Legal description	
g)	All measurements and ease	ements must be shown. (Use designated area on reverse side)
The Petitioner unde	erstands that if the requeste	ed variance is granted, he/she is in no way relieved from all
other applicable red	quirements of the Chesterfi	ield Township Zoning Ordinance. Permits MUST be pulled.
		-
APPLICANT:		XSignature of Applicant
		Signature of Applicant
ADDRESS:		Subscribed and sworn to before me this
		day of,
EMAIL ADDRESS		_
LOCATION OF RI	EQUESTED VARIANCE:	, Notary Public
		<u> </u>
2007 A 200 11		Macomb County, Michigan
PLA1 #		,,
PHONE #		<u> </u>
NO ODDED OF TH	T 70NING DOADD OF AD	
		PEALS PERMITTING THE ERECTION OR ALTERATION
		ERIOD LONGER THAN (6) SIX MONTHS, UNLESS A OR ALTERATION IS OBTAINED WITHIN SUCH PERIOD
		STARTED AND PROCEEDS TO COMPLETION IN
	ITH THE TERMS OF SUCH	
110000111111111111111111111111111111111		
ALL PERSONS DI	ESIRING TO BE HEARD	ON ANY MATTER RELATIVE TO THE ABOVE
		NITY TO DO SO AT SAID HEARING, OR BY
WRITING TO TH	E ZONING BOARD OF A	PPEALS.
ACTION TAKEN	BY THE ZONING BOARI	O OF APPEALS:
4.7.TO.G		
AYES:		, , , , , , , , , , , , , , , , , , ,
NAVS.		
11111		
MOTION APPROV	VED []	MOTION DENIED
NOTES OR STIPUL	ATIONS:	

### CRITERIA FOR VARIANCE APPROVAL

THE ZONING BOARD OF APPEALS TREATS EACH VARIANCE REQUEST INDIVIDUALLY AND APPROVES OR DENIES EACH VARIANCE REQUEST ON ITS OWN MERITS.

IN ORDER FOR THE BOARD OF APPEALS TO GRANT A VARIANCE THE APPLICANT **MUST ANSWER**, **AND SATISFY ALL OF THE FOLLOWING CONDITIONS BELOW IN WRITING: (Attach responses separately if not enough room)** 

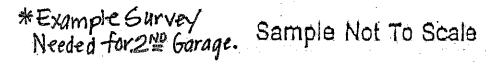
- 1. How the strict enforcement of the provisions of this ordinance would cause practical difficulty and/or unnecessary hardship and deprive the owner of rights enjoyed by all other property owners owning property within the same zoning district.
- 2. The conditions and circumstances unique to the property which are not similarly applicable to other properties in the same zoning district.
- 3. The conditions and circumstances unique to the property were not created by the owner, or his predecessor in title, within the time following the effective date of the provisions alleged to adversely affect such property.
- 4. Why the requested variance will not confer special privileges that are denied other properties similarly situated in the same zoning district.

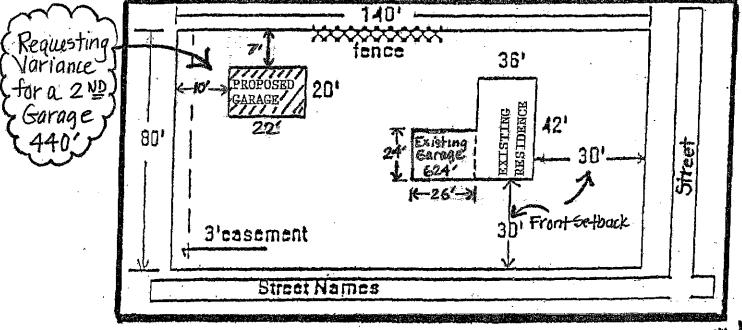
5. Why the requested variances will not be contrary to the spirit and intent of the ordinance.		
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(Attach Sealed Plot Plan (or) Mortgage Survey)

## ZBA SAMPLE (on a corner lot)

ALL MEASUREMENTS AND EASEMENTS MUST BE SHOWN





\* If requesting height variance must show neight elevation.

Existing Garage is 624', we are requesting a variance to allow a 240 Garage (20'x 22')=440'. The total sq.ftg. of 1,064' so we are also asking to be over the allowable square footage of 920' by 144'. We will not exceed the 16' height limit.