

NOTICE TO APPLICANTS FOR VARIANCE FROM THE ZONING ORDINANCE

The Board of Zoning Appeals consists of 3 members who are residents of the Township, the first member of the Board of Appeals being the Chairman of the Township Zoning Board, the second member being a member of the Township Board appointed by the Township Board, and the third member being selected and appointed by the Township Board from among the electors residing in the Township.

The Board of appeals is empowered by Township ordinance and State law to grant a variance from the requirements of the Zoning Ordinance only when it finds from reasonable evidence that certain facts and conditions involved in complying with the requirements of the ordinance, all as outlined in the attached sheet.

The Board cannot change zoning. This can only be done by appropriate ordinance passed by the Township Board.

Before deciding upon an application, the Zoning Board must conduct a public hearing. Notice of such hearing is given to each property owner or occupant of property within 300 feet of the property in question. At this time of the hearing, the applicant or his representative is called upon to give reasons why his appeal or application should be granted. Any interested person who is present is then given an opportunity to be heard. The applicant or his representative will have the opportunity to speak in rebuttal or may be called upon to answer questions by the Board members relative to his/her case. Reference is again made to the information on the attached sheet. Each applicant must give evidence that there are practical difficulties or unnecessary hardships involved and that the four conditions do exist. It is mandatory that the applicant complete the form for filing with the application, and submit building and/or plot plans as appropriate.

After the Hearing is closed, the Board takes each case under advisement. The applicant is then notified in writing after a decision is made.

BOARD OF ZONING APPEALS  
TOWNSHIP OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN

Application to the Zoning Board of Appeals to authorize a variance from the requirements of the Zoning Ordinance.

TO THE ZONING BOARD OF APPEALS:

Request is hereby made for permission to:

- Extend \_\_\_\_\_
- Erect \_\_\_\_\_
- Alter \_\_\_\_\_
- Use \_\_\_\_\_
- Convert \_\_\_\_\_

Contrary to the requirements of Section (s) \_\_\_\_\_ of the Zoning Ordinance, upon the premises known as \_\_\_\_\_ and described as \_\_\_\_\_

The following is a description of the proposed use:

1. Name of applicant: \_\_\_\_\_ Address: \_\_\_\_\_
2. Interest of Applicant in the premises: \_\_\_\_\_
3. Name or Owner: \_\_\_\_\_ Address: \_\_\_\_\_
4. Size of property to be effected by the variance: \_\_\_\_\_
5. Proposed use of building and/or premises: \_\_\_\_\_
6. Present use of building and/or premises: \_\_\_\_\_
7. Size of proposed building or addition to existing building, including height:  
\_\_\_\_\_
8. Has the building official refused a permit? \_\_\_\_\_
9. If there has been any previous appeal involving the premises, state the date of filing, nature or appeal and disposition of same: (use separate sheet)

\_\_\_\_\_  
Signature of Applicant

Notes: Incomplete applications will be returned to the applicant.

This application must be accompanied with a fee of \$ 400 payable to the Saugatuck Township Clerk.

#### SUPPLEMENTAL INFORMATION FOR APPLICATION TO BOARD OF APPEALS

Since a variance cannot be authorized by the Board of Appeals unless it finds reasonable evidence that all of the following conditions exist, it is imperative that you give information to show that these facts and conditions do exist. (reference Zoning Ordinance 4-e).

- A. That there are exceptional or extra-ordinary circumstances or conditions applying to the their property in question as to the intended use of same that do not apply generally to other properties in the same zone district.

---

---

---

B. That such variance is necessary for preservation and enjoyment of a substantial property right similar to that possessed by other property right similar to that possessed by other properties in the same zone district and in the vicinity; provided that the possibility of increased financial return shall not of itself be deemed to warrant variance.

---

---

---

C. That the authorizing of such variance will not be of substantial detriment of adjacent property and will not materially impair the intent and purposes of the Zoning Ordinance of the public health, safety, and welfare.

---

---

---

D. That the condition or situation of the specific piece of property or the intended use of said property for which the variance is sought is not of so general or recurrent a nature as to make reasonably practicable the formulation of a general regulation for such condition or situation.

---

---

---

E. That an exceptional or extraordinary circumstance applying to the property in question was not self-created.

---

---

---

Additional condition for a Use Variance:

F. That the property in question cannot be reasonably used as zoned and therefore a use variance is necessary.

---

---

---

Attach additional sheet (s) if necessary.