

OAK PARK

14000 Oak Park Blvd., Oak Park, MI 48237 • (248) 691-7400 • www.OakParkMI.gov

Zoning Board of Appeals Application to File a Variance or Interpretation of the Zoning Ordinance

1. This application must be accompanied by the application fee and, if applicable, 10 folded set of plans shall be filed at the Municipal Services Department at 14300 Oak Park Blvd.
2. The following fee schedule applies to this application
 - a. Single Family \$500
 - b. Multi-family, Commercial/Industrial \$1,000
 - c. Special meeting of Board of Appeals \$600
3. All applications, fees and pertinent information must be typewritten and filed no later than 5 p.m. at least 30 days prior to a Zoning Board of Appeals (ZBA) meeting. The ZBA meets on the fourth Tuesday of each month at 7 p.m. at 14000 Oak Park Blvd. No exceptions will be made to the deadline requirement.

Name of applicant: _____ Phone: _____

Applicant address: _____

Applicant Email: _____

Owner: _____ Phone: _____

Owner address: _____

Address of property: _____

Current zoning: _____ Proposed zoning: _____

Property identification: _____

1. Describe any unique physical circumstances affecting the property. These can include shape, size, narrowness or shallowness, steep slope or other conditions peculiar to this property:

2. Explain if the unique physical circumstance or conditions described in #1 do not exist throughout the neighborhood or district where the property is located:

(Continued)

3. Describe why the property cannot be reasonably developed in conformity with the provisions of the Zoning Ordinance, giving consideration to the unique physical circumstances or conditions affecting the property described in Item 1:

4. Explain who or what has created the hardship, other than the applicant:

5. If the variance is granted, explain how it will not alter the essential character of the neighborhood or district where the property is located and, if the variance is granted, explain how it will not substantially or permanently impair the appropriate use or development of the adjacent property:

In the space below, describe your request in detail for a variance or interpretation of the Zoning Ordinance. If additional space is needed, attach one 8 1/2" x 11" sheet of paper:

Has the city's building inspector examined the plans for the proposed property, and refused a building permit?

Yes _____ No _____

Have previous requests for a variance or interpretation of the Zoning Ordinance involving the property been submitted?

Yes _____ No _____

(Continued)

If yes, please state the following:

Date the application was filed: _____

Character/disposition of the application: _____

Attached hereto and made part of the appeal is the letter of authority, or power of attorney, in case the appeal is made by a person other than the owner of the property.

I hereby depose and say that the statements contained in this application are true and correct.

Signature of Applicant

Address

Sworn to before me this _____ day of _____, 20_____.

Notary Public, _____ County, Michigan

My commission expires: _____

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Letter of Authority

To The City of Oak Park:

Please be advised that _____,
(Names)

the owner(s) or agent(s) of the property identified as _____ and
(circle one) (Property ID)

_____, located within a
(Property address)

_____ zoning district has
(Type of zoning)

no objection to the application filed by _____.
(Applicant)

Requesting a: _____ Variance
_____ Interpretation of zoning ordinance
_____ Rezoning

(Signature)

(Signature)

Sworn to before me this _____ day of _____, 20_____.

Notary Public, _____ County, Michigan

My commission expires: _____