

WATERTOWN CHARTER TOWNSHIP

12803 S. Wacousta Road, Grand Ledge, MI 48837

Application for Zoning Board of Appeals

Page 1 of 5

Applicant Name _____
Applicant Address _____
City/State/Zip _____
Office Phone _____
Cell Phone _____
Fax _____
Email _____

Address of Appellant _____
City/State/Zip _____
Parcel # 19- 150- _____
Zoning District _____

If additional space is needed, number and attach additional sheets. Number of attached sheets: _____

Action Requested

- Review of Administrative Decision **(Please fill out section E & F)**
- Interpretation of Zoning Ordinance Text/Map **(Please fill out sections A & F)**
- Variance from strict application of Zoning Ordinance requirements **(Please fill out sections B & F)**
- Review of an administrative decision **(Please fill out sections D & F)**
- Determination of parking and loading requirements for a non-mentioned use **(Please fill out section E & F)**
- Application for expansion of a legal nonconforming use **(Please fill out section E & F)**
- Application for structural alteration of legal nonconforming use **(Please fill out section E & F)**
- Application for the re-establishment of a legal nonconforming use **(Please fill out section E & F)**
- Classification of land use not mentioned in the Zoning Ordinance **(Please fill out section E & F)**
- Review of a Planning Commission decision **(Please fill out section E & F)**
- Review of a parcel that cannot be put to reasonable economic use in the zoning district in which it is presently located **(Please fill out sections C & F)**
- Other **(Please fill out section E & F)**

Required Attachments:

- Legal description of the property affected by this appeal.
- Drawing of the property and any buildings or structures that exist on it. If this request is for a dimensional variance, please also illustrate the proposed improvement that requires the variance.

Suggested Attachments:

- If a property survey is available, please attach.

Staff use only:

Case Number _____ Date Filed _____ Fee _____ Receipt # _____

Application for Zoning Board of Appeals

Page 2 of 5

List all deed restrictions that may apply to the property in question:

Provide the name and address of all other person(s) or entities having a legal or equitable interest in this land:

What is the present use of the property?

A. If this appeal is for an interpretation of the Zoning Ordinance, please answer the following questions. If not, move on to the next section.

Check the one the best describes what you are requesting an interpretation of:

- The location of a zoning district boundary on the Zoning Ordinance district map as applied to the property in question.
- The provision of Section(s) _____ of the Watertown Charter Township Zoning Ordinance.
- Other

Please describe the nature of this request:

B. If this appeal is to request a variance from the requirements of the Zoning Ordinance, answer the following questions. If not, move on to the next section.

Fill out the sections of the following table that are appropriate to your request.

Site Development Requirements	Required	Requested
Lot Width		
Lot Area		
Front Yard Setback		
Side Yard Setback		
Rear Yard Setback		
Floor Area		
Maximum Height		

Application for Zoning Board of Appeals

Page 3 of 5

Parking & Loading Requirements	Required	Requested
Number of Parking Spaces		
Number of Loading Spaces		
Sign Requirements	Required	Requested
Maximum Display Area		
Maximum Height		
Minimum Setback		
Maximum Number of Signs		

Specify what is intended to be done on or with the property which necessitates a variance.

Describe the characteristics of the property which cause the need for the variance.

C. The following questions ask the appellant to show that strict application of the provisions of the Zoning Ordinance would result in practical difficulties of unnecessary hardships inconsistent with the general purpose and intent of the Zoning Ordinance. In order for the Board of Appeals to determine whether unnecessary hardships exist, the appellant should provide answers to each of the following questions.

Can the property in question be used in a manner permitted by the Zoning Ordinance if a variance is not granted?

Yes No

To the best of your knowledge, can you affirm that the hardship described above was not created by an action of anyone having interest in the land after the Zoning Ordinance or applicable parts thereof was adopted?

Yes No (if no, explain)

Are the conditions of the property the result of other man-made changes (such as the relocation or a road or a drain)?

Yes No

Application for Zoning Board of Appeals

Page 4 of 5

Will the strict application of the Zoning Ordinance deny use of the property for any purpose to which it is reasonably adapted?

Yes (if yes, explain below) No

Is the variance that you have applied for due to unique circumstances present on your property or to the general conditions of the area?

Yes (if yes, explain below) No

Is the variance requested in the minimum amount necessary to allow the development of the property or to overcome the practical difficulty?

Yes (if yes, explain below) No

Please list any other comments in support of your request.

D. If this appeal is to request an appeal from an administrative decision, answer the following questions. If not, move on to the next section.

The appellant requests the Zoning Board of Appeals reverse/modify the decision of the Zoning Administrator regarding case number_____. It is alleged that the Zoning Administrator erred in the interpretation of section (s)_____.

Specifically state the problem, the decision sought, and the justification for the request.

E. If the appeal is not any of the above mentioned, answer the following questions.

The appellant petitions the Zoning Board of Appeals to grant the following:

Application for Zoning Board of Appeals

Page 5 of 5

According to the provisions of section (s) _____ which grant the authority to the Zoning Board of Appeals.

Specifically state the problem, decision sought, and the justification for the request.

F. Impact on surrounding land – All appellants must answer the following questions.

If your request is granted, what are the likely positive and negative impacts of this decision on surrounding land and neighbors?

How do you propose to minimize any potential negative impacts that your proposed activity may cause?

State of Michigan}
 }SS
County of Clinton}

Affidavit

The affiant is the _____, (owner, lessee, specify other) involved in this appeal and that the answers and statement herein contained and the information herewith submitted are in all respects true and correct to the best of his/her knowledge and belief.

The undersigned acknowledges that if a variance is granted or other decision favorable to the undersigned is rendered upon this appeal, the said decision does not relieve the appellant from compliance with all other provisions of the Watertown Charter Township Zoning Ordinance.

Applicant Signature

Date

Notary Signature

Date

Subscribed and sworn to me this _____ day of _____ 20____
My Commission Expires _____

