

City of Lake Angelus
Application for Zoning Board of Appeals

In order for the application to be accepted the following requirements must be met:

1. The original must be **NOTARIZED**.

2. And all of the copies must have the notary page attached.

3. If the application is turned in on the deadline date, it must be presented and completed no later than 12 NOON.

City of Lake Angelus

Application for Zoning Board of Appeals

PROCEDURES FOR REQUESTING A VARIANCE, PERMISSION TO MAKE ALTERATION TO A NON-CONFORMING STRUCTURE, OR ADMINISTRATIVE REVIEW FROM ZONING APPEAL BOARD

1. Completed fill our Appeal Application Form, **BEFORE** returning application; **Sign and have your signature notarized.**
2. APPLICATION MUST BE ACCOMPANIED by sufficient information such as drawings, site plan, floor plans and/or photographs to show the nature of what you propose and what the practical difficulty or undue hardship is.
3. In the event this petition is filed by someone other than the ACTUAL PROPERTY OWNER, obtain a LETTER OF AUTHORITY from the actual property owner. This letter will give you permission to appear before the Board with your specific requests.
4. The Board meets on the second Tuesday of each month with the Application-filing deadline 14 days prior to the meeting date. **INCOMPLETE** applications/submissions will be held until complete information is submitted and will be scheduled for the next available meeting date.
5. When you file your appeal with this Department, supply us with original items #1, #2, & #3, above plus ten (10) copies of these items.
6. Submit the required \$150.00 non refundable filing fee with the application, check made payable to the City of Lake Angelus.

Please note: All communication with Appeals Board Members is to be through application materials and at public meetings ONLY. Solicitation of board members on an individual basis outside of these venues is inappropriate.

If you have any questions regarding the above, please contact us.

Code Enforcement Services, Inc.
6401 Citation Dr., Suite E
Clarkston, MI 48346

Attn: Brian Oppmann
Ph: (248) 625-8480
Fax: (248) 625-8455

City of Lake Angelus

Application for Zoning Board of Appeals

For Department Use Only
Application No. _____
Date Filed: _____

**SUBMIT (TYPE OR PRINT INK ONLY): Original Plus 10 Copies of Appeal
and All Drawings.**

Appeal Fee: \$150.00

State of Michigan, City of Lake Angelus, before the Zoning Board of Appeals,
from the provisions of Part Twelve, Chapter____, Section_____

I, _____ state under oath, the following facts:
(Name of Petitioner)

1. Name & address of Petitioner _____

2. Name & address of Property Owner _____

3. ADDRESS OF SUBJECT PROPERTY _____

4. Description of Property (or assessor's code) _____

5. Current zoning and use of the property _____

6. Petitioner's status with respect to the property _____
(owner, mortgagee, land contract purchase, etc.)

7. Date Petitioner acquired said interest in property _____

8. **Attach a Site Plan showing what the petitioner wishes to do with the property along with photographs, building floor plans, etc. MUST be attached hereto as exhibits. State proposed use of property, size of lot, and size and type of proposed changes.**

9. The variance cannot be granted unless each of the following questions are answered in a manner satisfactory to the Zoning Board of Appeals.

- a. Are the hardships or practical difficulties in the use of your property exceptional and peculiar to your property? Why?

- b. Do the hardships and practical difficulties supporting the variance, include substantially more than mere inconvenience, inability to attain a higher financial return, or both? Why?

- c. What effect will granting the variance have on the property of others which surrounds your property?

- 10. What physical characteristics of your property, size, shape, location or topography, prevent you from using it in a way that is consistent with the ordinance?

- 11. Is there any other property in your neighborhood that has the same, or similar conditions? If so, identify by street address.

12. Describe the alleged error in enforcement of the provision of the Zoning Code. What is this in error?

13. Attach a letter of authority, or power of attorney, in case the appeal is made by a person other than the actual owner of the property.

WHEREFORE, Petitioner requests the variance be granted from the above named Chapter and Section of the Codified Ordinance of Lake Angelus in order to permit:_____

in accordance with the plans attached hereto as Exhibit No. _____

I hereby depose and say that all of the aforementioned statements, and the statements contained in the papers submitted herewith are true and correct.

(Signature of Petitioner)

(Address of Petitioner)

(Telephone Number)

(Date of Public Hearing) (Office Use Only)

STATE OF MICHIGAN)vs.
COUNTY OF OAKLAND

On this _____ day of _____, 200_____, before me personally appeared the above named applicant and made oath that he/she has read the foregoing application by him/her subscribed and knows the content thereof, and that the same is true as to his/her own knowledge except as to those matters therein stated to be upon his information and belief and as to those matters, he/she believes them to be true.

(print person's name being notarized)

(Notary Public)
Oakland County, Michigan

*My commission expires:*_____

NOTARIZE BEFORE SUBMITTING APPLICATION TO CODE ENFORCEMENT SERVICES, INC.