

## ZONING BOARD OF APPEALS

All applications to the ZBA shall be filed with the Township, on forms provided by the Township, and shall be accompanied by the applicable fee established by resolution of the Township Board and shall be submitted no fewer than (15) days prior to the date of the regularly scheduled Zoning Board of Appeals meeting. Applications shall include a completed application form, fee, all plans, studies and other information and data to be relied upon by the applicant. **A plot plan shall be required with all variance requests.**

- The plan that shall accompany all variance requests shall be based on a land survey prepared by a registered land surveyor or registered engineer.
- The plan shall be at the scale of one (1) inch to fifty (50) feet and shall include:
  - All property lines and dimensions;
  - Setbacks;
  - Bearings of angles correlated with the legal description and a north arrow;
  - All existing and proposed structures and uses on the property and abutting lots and parcels,
  - Dimensions of the structures and their dimensioned locations;
  - Lot area calculations necessary to show compliance with the regulations of this Ordinance.

**The ZBA shall have no obligation to consider and/or grant a request for relief unless and until a conforming and complete application has been filed; including relevant plans, studies and other information.**

The ZBA may grant a requested variance only upon a finding that practical difficulties exist. A finding of practical difficulties shall require demonstration by the applicant of **ALL** of the following:

- Strict compliance with restrictions governing area, setback, frontage, height, bulk, density or other non-use matters, will unreasonably prevent the owner from using the property for a permitted purpose or will render conformity with the Ordinance conformity unnecessarily burdensome.
- The variance will do substantial justice to the applicant, as well as to other property owners.
- A lesser variance than requested will not give substantial relief to the applicant and/or be consistent with justice to other property owners.
- The need for the variance is due to unique circumstances peculiar to the property and not generally applicable in the area or to other properties in the same zoning district.
- The problem and resulting need for the variance has not been self-created by the applicant and/or the applicant's predecessors.

In all variance proceedings, it shall be the responsibility of the applicant to provide information, plans, testimony and/or evidence from which the ZBA may make the required findings. Administrative officials and other person may, but shall not be required to, provide information, testimony and/or evidence on a variance request.

The burden of showing a variance is warranted falls on the applicant. If the Board of Appeals finds the ordinance requirements can be met or that the criteria for getting a variance have not been met, then a variance is not warranted and should be denied.

# Charter Township of Bangor

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\$ \_\_\_\_\_ fee \_\_\_\_\_ Paid  
Date of Meeting \_\_\_\_\_

Petitioner Name: \_\_\_\_\_

Petitioner Address: \_\_\_\_\_

Telephone Number and Email : \_\_\_\_\_

1. Parcel Address: \_\_\_\_\_

2. Parcel Location: On the \_\_\_\_\_ side of \_\_\_\_\_  
(North, South, East, West) (Name of Street or Road)

Between \_\_\_\_\_ and \_\_\_\_\_  
(Name of Street or Road) (Name of Street or Road)

3. Property Description:

\_\_\_\_\_  
(Insert tax number)

4. Property Dimensions:

\_\_\_\_\_  
(Frontage) (Depth) (Acreage)

5. Present Zoning: \_\_\_\_\_  
Present District(s)

6. Present Use of Property: \_\_\_\_\_  
Present Land Use(s)

7. Specific Section(s) of Zoning Ordinance to be Reviewed: \_\_\_\_\_  
Cite Appropriate Sections of Zoning Ordinance

8. Specific variances or action sought: \_\_\_\_\_

\_\_\_\_\_

9. Reasons for variance request: \_\_\_\_\_

\_\_\_\_\_

10. Legal Owners: \_\_\_\_\_

Signature: \_\_\_\_\_  
Signature(s) of legal owner(s) required prior to processing

**SUBMIT THIRTEEN (13) COPIES OF SITE PLAN IF LARGER THAN 11"X17"**

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**FOR OFFICE USE ONLY**

- 1. Public Hearing : \_\_\_\_\_  
Date of Zoning Board Meeting
  
- 2. Date of Mailing: \_\_\_\_\_  
Date of First Class Mailing to Owners of Property Within 300 ft.
  
- 3. Newspaper Publication: \_\_\_\_\_  
Newspaper published in
  
- 4. Date Published : \_\_\_\_\_  
(Not less than 15 days)

3. Decision of the Board of Appeals:

Approval                                      Approval w/ Conditions                                      Denial

a. Conditions if any:

Updated 11/30/06