



ZONING BOARD OF APPEALS REQUEST

1175 W Vassar- Rd
Reese, MI 48757
Phone: (989) 868-9512

Please complete this form if you are applying for a variance. Application instructions and other general information are attached. Feel free to attach additional pages and/or other information. Please check once you have read and understand the following:

Instructions for ZBA Requests. General ZBA Information. ZBA Determinations

Date of Application _____ Application No. _____

Property Location _____ Tax ID # 06-12-6-_____ - _____

Applicant's Name _____ Zoning District _____

Address _____ City, State, Zip _____

Telephone Number _____ Email Address _____

Property Owner's Name _____

Address _____ City, State, Zip _____

I (We), the undersigned, are applying based on Article(s) _____, Section(s) _____ of the Zoning Code.

Describe the nature of your request to the Zoning Board of Appeals: _____

Explain why you feel that a hardship, practical difficulty or exceptional circumstance exists that affects only your property and not other properties in the same Zoning District: _____

If granted, will this request create any adverse impact on the neighboring properties: _____

Has there been a previous request or appeal involving the existing structure or property: Yes. No.

Date of Prior Request: _____ Nature of that Request/Appeal: _____

Applicant's Signature _____ Date _____

-Office Use Only-

ZBA Action: Date of First Appearance: _____ Date of Public Hearing: _____

Findings: Approved Denied Other _____

Payment: \$600 No Charge Invoice Cash Check No. _____ Date Rec'd: _____

**Instructions for Requests to the
Blumfield Township
Zoning Board of Appeals (ZBA)**

Please review the request form carefully. Some items will not apply to all requests. You must determine which items apply to your request and provide all required information. If you need help with the tax parcel number, type of zoning district or other information, please refer to your tax statements or go to sagais.org.

You may also be required to provide additional information and photographs. Please review the Township Zoning Ordinance Article(s) that apply to your request in order to determine if you must submit additional information. The Blumfield Township Zoning Ordinance is available on the Blumfield Township Website at www.blumfieldtwp.org. Any additional information should be attached to your application. The Zoning Ordinance requires that the ZBA determine whether you meet certain requirements before it may grant your request. The ZBA cannot make its determination if you do not supply all required information.

You may also need to include a site/plot plan with your application. The plans should be drawn to scale. The plans must show:

- a. lot boundaries and dimensions and any adjoining streets;
- b. the location of all existing and proposed structures;
- c. the distance between structures and lot lines or other structures; and
- d. a directional marker for North.

Note: It is the property owner's/agent's responsibility to determine the exact location of all property lines.

You may use a mortgage survey for your site/plot plan if all existing and proposed structures are drawn on it. Applicants may also attach any additional drawings which they feel may be important.

If you propose to construct or enlarge a building or structure, you should attach a survey or drawing showing all lot lines, the foundation footprint of existing and proposed buildings or structures, and any other existing or proposed improvements on the property. If the ZBA grants your request, you may be required to supply an updated survey or drawing showing the buildings or structure and other improvements "as built."

Please file a complete copy of your request, the non-refundable fee, survey and all drawings or attachments with the ZBA Chairperson.

Incomplete or illegible applications may be rejected ZBA Chairperson, tabled by the ZBA, or denied.

Applications may be mailed or placed in the drop box at the Blumfield Township Office, 1175 W Vassar Rd, Reese, MI 48757.

**General Information about the
Blumfield Township
Zoning Board of Appeals (ZBA)**

The Zoning Board of Appeals consists of three persons from the Township of Blumfield. The ZBA Chairperson is appointed by the Blumfield Township Board of Trustees. The remaining ZBA consists of the Blumfield Township Planning Commission Chairperson and a Blumfield Township Board member. The ZBA may grant variances from the requirements of the Zoning Ordinance under certain limited findings of fact or conditions. The ZBA **may not** rezone property or change the Zoning Ordinance. To rezone property or amend the Zoning Ordinance, you must apply to the Planning Commission. The ZBA may attach conditions or restrictions to its decisions.

The ZBA must conduct a public hearing on each request before making a decision. The ZBA Chairperson mails notice of the hearing to:

- a. each owner of property within 300' of the applicant's property;
- b. each occupant of property within 300' of the applicant's property; and
- c. to the applicant.

The ZBA Chairperson also publishes a legal notice describing each request in the Saginaw News prior to the hearing and posts said hearing notice at the Blumfield Township Office and has it posted on the Blumfield Township Website.

At the hearing, the applicant or the applicant's representative will be asked to give reasons or evidence in support of the applications. Any other interested person may then speak in favor of, or against, the request or appeal. The applicant, or his/her representative, may then speak in rebuttal or answer questions from the ZBA members.

It is important for the applicant, or the applicant's representative, to be present during the public hearing.

After the ZBA closes the public hearing, it will normally discuss issues pertaining to the request and may take action following the closing of the public hearing. All ZBA meetings are public meetings and the public is encouraged to attend.

Application for a variance/appeal must be submitted a minimum of twenty-five (25) days prior to a Zoning Board of Appeal meeting being scheduled. Strict compliance with these deadlines is necessary to give the required notices and obtain any necessary input from other resources.

**Determinations by the
Blumfield Township
Zoning Board of Appeals (ZBA)**

The Zoning Board of Appeals may not grant a variance unless it determines that each of the following circumstances exist:

1. There must be practical difficulties or unnecessary hardships relating to the property which prevent you from complying with the strict letter of the ordinance. The Blumfield Township Ordinance describes the types of conditions which amount to practical difficulties or unnecessary hardships. These include unusual topographical features, drains, exceptional narrowness or shallowness of your lot, etc. Please describe any conditions of the property that prevent you from complying with the requirements of the Zoning Ordinance.
2. There must be exceptional circumstances or conditions that apply to your property that do not apply to other properties in the same zone district. These conditions include (but are not necessarily limited to) unusual lot shapes, steep slopes, narrow lots, location of streets or existing structures, etc. Please describe any conditions that amount to practical difficulties or unnecessary hardships.
3. The variance must be necessary for you to enjoy a substantial property right similar to the rights possessed by other properties in the same zone district and in the vicinity. Increased financial return, by itself, is not sufficient to justify a variance. For example, are there other property owners in the neighborhood that may use their property in the same manner that you propose? Please describe how the variance will preserve property rights similar to those enjoyed by others.
4. The variance must not cause a substantial detriment to adjacent properties; impair the intent of the Zoning Ordinance, or the public health, safety, or welfare. The Zoning Board must consider things such as traffic conditions, population density, fire safety, access to public services, and negative effects on other properties. Please describe why you feel a variance will not be a detriment to other properties, impair the Zoning Ordinance or affect public health, welfare or safety.
5. The condition or intended use must not be so general or recurrent in nature that a general regulation could be adopted to regulate the condition or use. The condition or intended use must be unique and not apply to other properties in the area. Please describe why your situation is unique and not subject to a general regulation.