



Zoning Variance Application

Official Use Only	
Case #	Filing Date
Fee Paid	Hearing Date
<input type="radio"/> Approved <input type="radio"/> Approved w/ Conditions <input type="radio"/> Denied	

Planning Department

7710 W Saginaw Hwy, Lansing, MI 48917 - www.deltami.gov - 517.323.8560 - planning@deltami.gov

Property/Site Information			
Parcel ID			
Site Address <i>(if applicable)</i> <i>(Street/City/State/ZIP)</i>			
Current Use(s)		Proposed Use(s)	
Proposed Site Plan	Attach a sketch or survey illustrating the property lines, existing/proposed buildings with distances to property lines, abutting streets, and north arrow		
Describe the variance requested <ul style="list-style-type: none"> Please detail the variance requested and rationale Must meet the criteria enumerated in Section 15.04 to be granted a variance 			
Applicant Information			
Company Name			
Primary Contact Name			
Address <i>(Street/City/State/ZIP)</i>			
Primary Phone		Alternate Phone	
Email			
Legal Interest	<input type="radio"/> Own <input type="radio"/> Lease <input type="radio"/> Offer to Purchase (copy attached) <input type="radio"/> Contractor/Architect/Attorney/etc (specify): _____		
Owner Information (if different than applicant)			
Owner Name			
Company Name <i>(if applicable)</i>			
Address <i>(Street/City/State/ZIP)</i>			
Primary Phone		Alternate Phone	
Primary Contact Email			
Owner's Signature <i>(if not applicant)</i>			
Applicant's Signature			Date

By signing and submitting this application, the applicant acknowledges that (1) I understand the criteria for granting a variance, (2) I understand the Zoning Board of Appeals may only grant a variance if I satisfactorily demonstrate my request meets the required criteria, and (3) I understand that I must comply with all other applicable ordinance requirements. If granted, a variance is valid for two years during which time activity must commence or a one-year extension may be requested, otherwise the variance becomes null/void. Appeals of the determination by the Zoning Board of Appeals must be made to circuit court within statutory deadlines.

CRITERIA FOR GRANTING A ZONING VARIANCE
Section 15.04 Variance

- A. Power and Duty. The Zoning Board of Appeals shall have the power and duty to authorize upon appeal in specific cases such non-use variances from the provisions of this Ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this Ordinance would result in practical difficulty.
- B. Application Required. An application for a variance shall be with the Zoning Administrator or their designee. The application shall consist of a completed application form, required fee, and documentation demonstrating all the following:

Please provide a narrative providing answers to the following standards:

- 1. That the variance request is due to unique circumstances peculiar to the property and not to the general neighborhood conditions.
 - 2. That the variance would not cause a substantial adverse effect on properties in the immediate vicinity of the subject parcel or be contrary to the public interest.
 - 3. That the need for the variance is not self-created.
 - 4. That the variance is not contrary to the purposes of this Ordinance.
 - 5. That no non-conforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of lands, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.
- C. Findings. Prior to granting a variance, the Zoning Board of Appeals shall find that one (1) of the following requirements have been met by the applicant for the variance:

Please provide an answer to one of the following standards within your narrative:

- 1. Where there are practical difficulties preventing an applicant from strict compliance with the restrictions governing area, setbacks, frontage, height, bulk, or density which would unreasonably prevent the applicant from using the property for a permitted purpose or would render conformity with such regulations unnecessarily burdensome.
- 2. That the granting of a variance would do substantial justice to the applicant as well as to other property owners in the district, or whether a lesser relaxation than that applied for would give substantial relief to the applicant and be more consistent with justice to other property owners.
- 3. That the plight of the applicant is due to the unique circumstances of the property and not to general conditions in the area.
- 4. That the variance observes the spirit of the Ordinance, secures public safety, and does substantial justice.