

## ZONING BOARD OF APPEALS PETITION

Filing Fee:  
Residential \$800.00  
Commercial/Industrial/Contractor \$900.00  
Required Public Hearing \$350.00

Case# \_\_\_\_\_  
Date Filed \_\_\_\_\_

### PROPERTY IDENTIFICATION

Street Address: \_\_\_\_\_

The property is located on the \_\_\_\_\_ side of \_\_\_\_\_ Street, between \_\_\_\_\_  
Street and \_\_\_\_\_ Street. It has a frontage of \_\_\_\_\_ feet, a depth of \_\_\_\_\_ feet,  
and comprises \_\_\_\_\_ acres.

Legal Description & Property ID: \_\_\_\_\_  
\_\_\_\_\_

Owner's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

**(Proof of ownership must be attached. If property is leased, a signed copy of the lease agreement must be attached).**

The property is currently zoned: \_\_\_\_\_

**Yes, I do authorize representatives of the City of Inkster to access the property for (initial) purpose of site investigation associated with this application.**

### NATURE OF PETITION

**Appeal of Decision**

**Interpretation**

Variance to Zoning Ordinance Section Number \_\_\_\_\_

Variance Requested: \_\_\_\_\_  
\_\_\_\_\_

Request per:  Petitioner  Planning Commission  Violation

**ALL SECTIONS OF THE APPLICATION MUST BE COMPLETE. INCOMPLETE APPLICATIONS MAY DELAY THE PROCESS.**

- ELEVEN (11) COPIES OF THIS COMPLETED APPLICATION, PROOF OF OWNERSHIP OR OWNER'S PERMISSION STATEMENT, A SITE PLAN OF THE PROPERTY, AND A LETTER STATING THE REASON FOR THE REQUEST ARE REQUIRED.
- DEADLINE FOR ZBA IS 12:00 NOON FOUR (4) WEEKS PRIOR TO THE ZBA MEETING. DEADLINES ARE FIRM, NO EXCEPTIONS ARE MADE.
- THE ZBA MEETS EVERY 1ST THURSDAY OF EACH MONTH UNLESS OTHERWISE NOTIFIED.

**AFFIDAVIT OF PETITIONER**

**STATE OF MICHIGAN )**

**COUNTY OF WAYNE )**

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his or her knowledge, information and belief; further, that s/he is authorized to submit this Petition.

**Printed Name of Petitioner** \_\_\_\_\_

**Signature of Petitioner** \_\_\_\_\_

**Interest in Property** \_\_\_\_\_

**Firm** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone #** \_\_\_\_\_ **Cell Phone #** \_\_\_\_\_

**E-Mail Address** \_\_\_\_\_

**Subscribed and sworn to before me this** \_\_\_\_\_ **day of** \_\_\_\_\_, 2\_\_\_\_.

\_\_\_\_\_  
**Notary Public,** \_\_\_\_\_ **County, Michigan.**

**My Commission Expires:** \_\_\_\_\_

# PROCEDURES FOR BOARD OF APPEALS

1. All applications must be completed in full before submitting to the Planning Department. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
2. DEADLINE FOR APPLICATIONS IS 12:00 NOON FOUR (4) WEEKS PRIOR TO THE SCHEDULED MEETING.
3. DEADLINES ARE FIRM. NO EXCEPTIONS ARE MADE.
4. ELEVEN (11) COPIES ARE REQUIRED OF THE FOLLOWING:
  - a. Application – Proof of ownership must be attached. If property is leased, a signed copy of the lease agreement must be attached.
  - b. Site Plan/Boundary Survey with setbacks (preferably drawn to scale, 8.5” X 11” is acceptable).
  - c. Letter addressing the Board stating your hardship of the property and any other relevant information as to why the Ordinance cannot be met.
  - d. Any other documentation that may be submitted (photos, etc.)
5. When submitting a site plan (which must be folded) or survey, please indicate all dimensions of the property, buildings, etc., and any other information necessary for the appeal. It is strongly recommended that a property survey be used. **IF YOU DO NOT PROVIDE ACCURATE INFORMATION, YOUR REQUEST WILL BE TABLED AT THE MEETING.**
6. Photographs of the property are helpful.

**PLEASE NOTE: AGENDA ITEMS WILL BE LIMITED TO SIX PER MEETING. UPON SUBMISSION OF APPLICATION, YOU WILL BE INFORMED OF YOUR MEETING DATE**