



CITY OF THE VILLAGE OF DOUGLAS

## ZONING BOARD OF APPEALS REQUEST FOR VARIANCES APPLICATION

86 W. CENTER STREET, DOUGLAS, MI 49406  
Phone: 269-857-1438 FAX: 269-857-4751

**\$350.00 Fee & \$1000.00 Escrow Required (Article 29 Zoning Board of Appeals)**

### APPLICANT INFORMATION *(If different than owner)*

Name \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

### OWNER INFORMATION

Name \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

### PROPERTY INFORMATION

Address or Location \_\_\_\_\_  
Permanent Parcel # \_\_\_\_\_  
Zone District (Current) \_\_\_\_\_ (Proposed) \_\_\_\_\_  
Property Size \_\_\_\_\_ *(If Applicable)*

Requesting: Appeal \_\_\_\_\_ Variance \_\_\_\_\_

**Describe Variance Request** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section of the ordinance relating to the request** \_\_\_\_\_

I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

\_\_\_\_\_  
*Signature of Applicant and Owner (If different than applicant)*

\_\_\_\_\_  
*Date*

*I hereby grant permission for members of the Douglas Planning Commission, Board of Appeals and/or City Council to enter the above described property (or as described in the attached) for the purpose of gathering information related to this application/request/proposal.*

\_\_\_\_\_  
*Owner's Signature*

\_\_\_\_\_  
*Date*

### DO NOT WRITE IN THIS BOX

Date Received \_\_\_\_\_ Application Accepted By \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_

Submitted Materials: \_\_\_\_\_ Site Plan \_\_\_\_\_ Application \_\_\_\_\_ Legal Description \_\_\_\_\_ Narrative Description \_\_\_\_\_

**For Office Use Only**

REMARKS

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*Other (Where Applicable):*

Plans sent to Saugatuck Fire District on: \_\_\_\_\_

Approved on: \_\_\_\_\_

Planning Commission Review on: \_\_\_\_\_

Minutes attached: \_\_\_\_\_

Zoning Board of Appeals Review on: \_\_\_\_\_

Minutes attached: \_\_\_\_\_

Sent to KLWSA (269-857-1565) on: \_\_\_\_\_

**ZONING APPROVAL**

**APPROVED:** \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Administrator

**DENIED:** \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Administrator

**KLSWA APPROVAL**

APPROVED FOR CONNECTION TO WATER/WASTEWATER SYSTEM

(Subject to appropriate connection fees and charges)

Street and Number \_\_\_\_\_

KALAMAZOO LAKE SEWER AND WATER AUTHORITY

**APPROVED**

Date: \_\_\_\_\_ By: \_\_\_\_\_

**DENIED**

Date: \_\_\_\_\_ By: \_\_\_\_\_

**CITY OF THE VILLAGE OF DOUGLAS  
ZONING BOARD OF APPEALS  
REQUEST FOR NON-USE VARIANCE APPLICANT SUMMARY OF FACTS**

Section 29.05 1) Non use variances. The Zoning Board of Appeals shall have the power to authorize specific variances from site development requirements such as lot area and width regulations, building height and bulk regulations, yard width and depth regulations and off-street parking and loading space requirements of this Ordinance, provided that all the required findings listed below are met and the record of proceedings of the Zoning Board of Appeals contains evidence supporting each conclusion.

Under Section 29.05 of the City of the Village of Douglas Zoning Ordinance, the Zoning Board of Appeals is empowered and entrusted with specific duties. To be considered for approval, all variance requests must comply with the standards outlined in this section. Please detail in the space below, or on additional pages if required, how your request aligns with each of these approval standards.

Question 1 - Zoning Ordinance Section 29.05 a)

Please list the practical difficulties which prevent carrying out the strict letter of the Ordinance. These practical difficulties shall not be deemed economic but shall be evaluated in terms of the use of a particular parcel of land.

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Question 2- Zoning Ordinance Section 29.05 b)

Please list the genuine practical difficulty that exists because of unique circumstances or physical conditions such as narrowness, shallowness, shape, or topography of the property involved that do not generally apply to other property or uses in the same zoning district.

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3 -Zoning Ordinance Section 29.05 c)

Please verify that the practical difficulty or special conditions or circumstances that are due to no fault of your own.

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Question 4 - Zoning Ordinance Section 29.05 e)

Please verify that the variance will be in harmony with the general purpose and intent of this Ordinance and will not cause a substantial adverse effect upon surrounding property, property values, and the use and enjoyment of property in the neighborhood.

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Question 5 - Zoning Ordinance Section 29.05 g)

Please verify that the variance requested is the minimum amount necessary to overcome the inequality inherent in the particular property or to mitigate the hardship.

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Question 5 - Zoning Ordinance Section 29.05 H)

Is the variance request for a use that's not normally allowed in this district, without requiring a Special Use or temporary permit, and only because following current rules would unfairly limit how you can use your land? Have you already tried and been denied rezoning, Special Use Permit, or PUD approval before submitting this request according to Section 29.05 (2)?

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