



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

\$300.00 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

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 USE VARIANCE APPLICANT SUMMARY OF FACTS**

Section 29.05 2) All requests for use variances shall be processed as follows and the record of proceedings of the Zoning Board of Appeals shall contain evidence supporting each conclusion and condition imposed (if any):

- a) Application Requirements: In addition to the information required for other variance requests, an application for a use variance shall include a plan drawn to scale detailing the specific use and improvements proposed by the applicant, and a summary of the facts which support each of the following conclusions

Question 1 - Zoning Ordinance Section 29.05 2) a)

Can the applicant's property be utilized for the purposes allowed in the current zoning district?

Question 2- Zoning Ordinance Section 29.05 2) a) 1)

Are the difficulties faced by the applicant due to unique circumstances specific to their property, rather than general conditions in the neighborhood?

Question 3 -Zoning Ordinance Section 29.05 2) a) 2)

Would the proposed use by the applicant change the fundamental character of the surrounding area?

Question 4 - Zoning Ordinance Section 29.05 2) a) 2)

Is the problem faced by the applicant a result of their own actions?

Question 5 - Zoning Ordinance Section 29.05 2) a) 4)

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.

Question 5 - Zoning Ordinance Section 29.05 a) 5)

Is there a lack of administrative relief options that would enable reasonable use of the applicant's property?
