



ZONING BOARD OF APPEALS PETITION

Filing Fee:
Residential \$250.00
Commercial/Industrial/Contractor
\$1500.00-1st variance / \$300.00 for ea. Additional variance
Use Variance: \$4,000.00 + any actual legal cost incurred by
the city

Case # _____

PROPERTY IDENTIFICATION

Date Filed _____

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: _____

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 Taylor to access the property for the**
(initial) purpose of site investigation associated with this application.

NATURE OF PETITION

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, A LETTER STATING THE REASON FOR THE
REQUEST, ARE REQUIRED.
- DEADLINE FOR ZBA IS 12:00 NOON THREE WEEKS PRIOR TO THE ZBA MEETING. DEADLINES ARE FIRM,
NO EXCEPTIONS ARE MADE.
- THE ZBA MEETS THE 2ND & LAST WEDNESDAY OF EACH MONTH.

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 _____ Phone _____
Subscribed and sworn to before me this _____ day of _____, 2_____

Notary Public, Wayne 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 THREE 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/ Survey (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.
7. Filing fee for Residential Homeowners is \$250.00. Filing fee for Contractors representing Homeowners and Commercial or Industrial property is \$1500.00 for the first variance and \$300.00 for each additional variance request.

PLEASE NOTE: PER RESOLUTION ADOPTED AT MEETING OF JUNE 9, 1999, AGENDA ITEMS WILL BE LIMITED TO SIX PER MEETING. UPON SUBMISSION OF APPLICATION, YOU WILL BE INFORMED OF YOUR MEETING DATE.