FERNDALE

The City of Ferndale, Michigan
300 East Nine Mile Road
Ferndale, Michigan 48220
(248) 546-2525
www.ferndalemi.gov

Board of Zoning Appeals (BZA) Application

1. Identification

Applicant Name	
Address	
City/State/Zip Code	
Phone ( )	Email
Interest in the Property (e.g. fee simple, land option, etc.)	

Property Owner (if other than applicant)	
Address	
City/State/Zip Code	
Phone ( )	Email

2. Property Information

Street Address			
Sidwell Number			
Legal Description			
Zoning District			
Area	Width	Depth	
Current Use(s)			
Zoning District of Adjacent Properties to the:			
North	South	East	West

3. Request. Check the type of request you are applying for. If you are uncertain, consult Article 18 Board of Zoning Appeals or contact the Community Development Director.

	Request Type (check all applicable requests)	Zoning Ordinance Section	Complete Application Section
	Nonuse or Dimensional Variance	18.07	**4, 5. & 7.**
	Use Variance	Not permitted	
	Appeals from and review any order, requirement, decision, or determination made by an administrative official or body charged with the enforcement of this Ordinance, other than site plans and special land use or planned unit development applications	18.08	**6. & 7.**

Brief description of request:

4. Criteria for ALL Variances. If there are practical difficulties or unnecessary hardship in carrying out the strict letter of this Ordinance, the BZA may grant a variance in any of its rules or provisions relating to the construction, or structural changes in, equipment, or alteration of buildings or structures, or the use of land, buildings, or structures, so that the spirit of the ordinance shall be observed, public safety secured, and substantial justice done. Please respond to the following statements. The applicant must demonstrate all of the following criteria in order to obtain a variance. Granting of a variance by the BZA shall not constitute an assurance that a building permit will be issued.

a. **Public Safety and Welfare.** Describe how the request will not impair an adequate supply of light and air to adjacent properties; increase the danger of fire; unreasonably diminish or impair established property values within the surrounding area; harm the environment; or in any other respect impair the public health, safety, comfort, morals, or welfare of the inhabitants of the City.

b. **Compatibility with Neighborhood**. Describe how the request will be compatible with adjacent uses, and of such height, location, size and character that it will be in harmony with the appropriate and orderly development of the surrounding neighborhood.

c. **Traffic Impacts.** Describe how the request will not unreasonably increase congestion in public streets, make vehicular and pedestrian traffic more hazardous than is normal for the district involved, taking into account sight distances, traffic flow, provisions for pedestrian traffic, and minimization of potential traffic conflicts;

d. **Nuisance.** Describe how the request will not create a nuisance;

e. **Unique Circumstances.** Describe how the request results from special or unique circumstances peculiar to the property that exist which are not applicable to the general neighborhood conditions.

f. **Not Self-Created.** Describe how the alleged hardship has not been created by the actions of the applicant or any person having a current interest in the property.

5. **Criteria for NONUSE or DIMENSIONAL Variances.** The BZA may grant an area variance only upon a finding that **practical difficulties** exist. Please respond to the following statements. The applicant must demonstrate all of the following criteria in order to obtain a variance:

a. **General Practical Difficulty.** Describe how strict compliance with the area, setbacks, frontage, height, bulk, density, or other dimensional matters unreasonably prevent the owner from using the property for a permitted purpose, or be unnecessarily burdensome.

b. **Intent of Ordinance.** Describe how the granting of the request will observe the intent and purpose of this ordinance and uphold substantial justice.

c. **Lesser Variance.** Describe how granting a lesser variance would not give substantial relief to the applicant and/or be more consistent with justice to other properties.

6. Criteria for APPEALS. An appeal shall be filed within thirty (30) days of the date of the order, determination or decision appealed from, or, if the appeal is from a decision of a public body, within thirty (30) days of the date of the approval of the minutes of the public meeting at which the decision was made. BZA shall review all documentation submitted constituting the record upon which the action appeal from was taken. Describe the nature of the appeal request, the decision that was made, when and by whom on the following page:

_____

_____

_____

_____

_____

7. Completing the BZA Application. The following checklist includes all documents required for the Community Development Director to declare the application complete and begin the BZA process:

☐ Payment in full of the required fee ($450 commercial; $175 owner-occupied single family)

☐ 2 copies of the completed application form.

☐ 10 copies of a plan or sketch of the site indicating the location of any and all buildings, property lines, parking lots, dimensions, and other pertinent information about the proposed variance to assist the BZA in making its decision.

☐ A copy of the complete legal description of the property.

☐ Proof of property ownership.

I, _____ (applicant),
do hereby swear that the information given herein is true and correct.

_____
Signature of Applicant Date

_____
Signature of Property Owner Date

I,_____ (property owner), hereby give permission for City of Ferndale officials, staff, and consultants to go on the property for which the above referenced site plan is proposed for purposes of verifying information provided on the submitted application.

For Community Development Director Use	
Fee:	
File No:	
Signature:	Date: