

WHITE LAKE TOWNSHIP



ZONING BOARD OF APPEALS APPLICATION

NEXT ZBA MEETING: _____ CUT OFF FOR NEXT MONTH'S AGENDA:

Please read these instructions and notes carefully before submitting the attached application.

Incomplete applications will not be accepted.

In addition to the application, you must submit the following required documents:

1. Proof of Ownership

If you are not the property owner of record, a copy of the land contract, option to purchase, purchase agreement, lease agreement, or letter of authorization from the property owner must be presented with the application to indicate the applicant's interest in the subject property. In addition, a letter of no objection from the property owner may be required by Township staff.

2. Plan or drawing – one copy

Attach one copy of the plot plan of the subject property drawn to scale. The plan must depict the shape and dimensions of the property, all existing and proposed structures, and building-to-building and building-to-property line relationships. Private utilities shall be called out.

3. Certified Survey – one copy.

4. Letter of denial from the Building Department

The Building Department must have reviewed and formally denied your application for a building permit before a Z.B.A. application can be considered for processing.

5. Fees

The fee is \$440.00 for residential land uses and \$550.00 for non-residential land uses.

All proposed additions must be staked and flagged. Failure to do so may cause your case to be tabled.

The attached application must be filled out, and all documents, plans, other necessary information, and the application fee, as required, must be submitted before the application will be considered complete and accepted for processing. The application will then be placed on the next available Zoning Board of Appeals (ZBA) agenda.

You will be notified of the date and time that your request will be considered by the ZBA. Please attend or have a representative attend if you cannot attend the scheduled meeting. All ZBA meetings are held at the Township Annex, 7527 Highland Road, White Lake, 48383, unless otherwise noted.

Notification is given by mail to all property owners of record within 300 feet of the subject property at least 15 days before the meeting.

Information relative to the powers and duties of the ZBA can be found in Article 7.36 of the White Lake Township Zoning Ordinance. To be granted a variance, an applicant must provide proof that a practical

difficulty exists and the practical difficulty must relate to a unique circumstance of the property that prevents the applicant from reasonably using the property for a permitted use. Furthermore, no variance shall be granted unless all of the criteria found in Article 7.37 of the Zoning Ordinance have been met.

NOTE: ZONING BOARD OF APPEALS MEMBERS AND TOWNSHIP STAFF WILL LIKELY VISIT THE SITE BEFORE THE MEETING AS PART OF THEIR PREPARATION FOR EACH CASE.

ZBA application checklist:

- Completed, signed application
- Letter of authorization from the property owner
- One copy of the plan or drawing
- One copy of the certified survey
- Letter of denial from the Building Department
- Copy of building permit application
- Application fee

Any further questions or clarification regarding the ZBA instructions, application, or agenda placement can be directed to the Community Development Department at 248-698-3300 ext. 5.

WHITE LAKE TOWNSHIP



ZONING BOARD OF APPEALS APPLICATION

APPLICANT INFORMATION

NAME: _____ PHONE: _____

ADDRESS: _____

EMAIL: _____

INTEREST IN PROPERTY: ☐ PROPERTY OWNER ☐ BUILDER ☐ OTHER: _____

PROPERTY INFORMATION

ADDRESS: _____ ZONING: _____

VALUE OF IMPROVEMENT: \$ _____ SEV OF EXISTING STRUCTURE: \$ _____

REASONS TO SUPPORT REQUEST (ADDITIONAL SHEETS MAY BE ATTACHED):

APPLICATION FEE: ☐ \$440 ☐ \$550

APPLICANT'S SIGNATURE: _____ DATE: _____