



1160 South Outer Drive
Saginaw, Michigan 48601
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**BUENA VISTA CHARTER TOWNSHIP
VARIANCE REQUEST APPLICATION**

Applicant Name: _____

Applicant Address: _____

Home Phone: _____ Work Phone: _____

Email Address: _____

Applicant Signature: _____ Date: _____

(If applicant is not the property owner, the applicant must have signed permission from the property owner in order to obtain a variance)

Property Owner Name: _____

Property Address: _____

Tax Parcel ID Number(s): _____

Zoning District: _____

Section of Ordinance Requesting Variance From: _____

Variance Request: _____

Please attach the following with your application:

1. **Attach a written affidavit stating how this variance request complies with the standards in the Buena Vista Charter Township Zoning Ordinance:**
 - a. That strict compliance with area, setbacks, frontage, height, bulk or density would unreasonably prevent the owner from using the property for a permitted purpose, or would render the conformity unnecessarily burdensome; or,
 - b. That a variance would do substantial justice to the applicant, as well as to other property owners in the district; and,

- c. That the plight of the owner is due to the unique circumstances of the property; and,
- d. That the problem is in no way self-created.

2. Attach a Plot Plan drawn to scale containing the following information:

- a. Dimensions for which the variance is requested.
- b. Dimensions for all proposed structures on the lot including size and height, setbacks to lot lines and existing structures and their dimensions (including height) and setbacks.
- c. Distance/dimensions in relation to sidewalks, driveways, and right-of-ways (as occupied and as platted).
- d. Distance of the subject parcel's property lines from the structure on all adjacent parcels.

For Office Use Only:

Application Fee: _____ Date Paid: _____

Date Notice Was: Posted: _____ Published: _____ Mailed: _____

Date of ZBA Hearing: _____ Variance Approved Variance Denied

(Attach: Minutes of ZBA Meeting)