



FOUNDED 1862 • HEMLOCK

1180 N. Hemlock Rd. • Hemlock, Michigan 48626
Phone 989-642-2097 • Fax 989-642-5882

Zoning Board of Appeals Application / Request

Send To: Richland Township Planning Commission
1180 N. Hemlock Rd.,
Hemlock, MI 48626

Date: _____

Applicant Name _____

Street Address P.O. Box _____

City Zip Code _____

Contact Phone (____) _____

Contact Email _____

Permit Fee: \$350.00	
Internal Use Only	
Hearing Date:	_____
Hearing Time:	_____
Date Filed:	_____
Fee Paid:	_____
Receipt #:	_____

Reason for Application:

- Interpretation of language, use, or boundaries
- Requesting variance in dimensional requirements
- Hardship imposed by strict interpretation of ordinance
- Decision of Zoning Administrator

Explain Request: _____

Property for which this request applies:

Parcel Number: 22-12-2-____ - ____ - ____ Current Zoning District: _____

Parcel Address: _____ Most Recent Use of the Parcel: _____

(Select one of the following)

- I am the sole owner of the parcel in question.
- I am a joint owner of the parcel in question and have authority to act for the other owners.
- I am not an owner but have legal authority to represent the owner or owners of the property.

List all other persons, firms, or organizations having a legal or equitable interest in the property: _____

I acknowledge that my representative or I must appear before the Richland Township Zoning Board of Appeals on a date to be determined and make a presentation regarding this application.

I acknowledge that this application authorizes Richland Township employees or agents to enter or inspect this property regarding the issues listed in this application.

I hereby certify that the information provided on this application is true and accurate to the best of my knowledge.

Applicant _____ Applicant _____

See Back Page for Checklist

The applicant should be ready to discuss the following at the meetings:

1. The reason for the application
2. The property to which the request or original decision applies
3. Why the interpretation of the rules creates a greater hardship on this property
4. The current ownership of the property

The Zoning Board of Appeals Process

1. The applicant files the Zoning Board of Appeals (ZBA) Application and required documents with the Zoning Administrator and pays the required fees to the Township.
2. A public hearing is scheduled before the ZBA
3. Public notice of the date and time of the meeting is given by publication in a newspaper of general circulation and by mail to all property owners within 300 feet of the property affected.
4. At the public hearing, the applicant describes the property and explains the issue. Following the applicant's presentation, the ZBA will solicit and hear any comments from anyone present and review any written comments received on the topic. When all comments are heard, the public hearing will be closed.
5. The ZBA will discuss the request and render a decision.
6. The decision of the ZBA shall not take effect until the expiration of five days after the date of the decision.

A variance may be granted when any ONE (1) of the following special conditions can be demonstrated clearly:

1. There are PRACTICAL DIFFICULTIES or unnecessary hardships which prevent carrying out the strict letter of the Ordinance. These hardships or difficulties shall not be deemed economic but shall be evaluated in terms of the use of a parcel of land.
2. There are exceptional CIRCUMSTANCES or physical conditions, such as narrowness, shallowness, shape, or topography of property involved, which impact the intended use of the property, that do not apply to other property or uses in the same zoning district. Circumstances resulting from an act of the applicant, owner or prior owner, after the adoption of this Ordinance, shall not be allowed a variance.
3. Variation is necessary for the preservation of a SUBSTANTIAL PROPERTY RIGHT possessed by other properties in the same zoning district. When a variance is being considered to overcome unique circumstances or physical conditions regarding the configuration of the property involved, these circumstances or conditions must not have resulted from any act of the applicant or property owner after the adoption of this Ordinance.

Rules for Zoning Board of Appeals Actions

1. In ruling on a variance, the Zoning Board of Appeals must endeavor to avoid causing a substantial adverse effect upon property values in the immediate vicinity of the subject property. Nor shall such actions have the effect of substantially impacting property values for land in the Zoning District in which the subject property is located.
2. Any action brought before the Zoning Board of Appeals may relate only to a single parcel which must be under control of the applicant. If the applicant is not the owner of the property, evidence must be provided that the owner concurs with the request for Zoning Board of Appeals action.
3. Approval by the Zoning Board of Appeals of any request may not be granted simply to prevent an economic loss. Improving an owner's chance to profit from sale of a parcel is NOT an objective of this Ordinance.
4. Any request which has been denied wholly or in part by the Zoning Board of Appeals may only be appealed to the Circuit Court. However, if new evidence or changed conditions are found, the Board may elect to rehear a case.