

# ZONING BOARD OF APPEALS VARIANCE APPLICATION

City of Imlay City  
150 North Main Street  
Imlay City, MI 48444  
(810) 724-2135 Fax (810) 724-1861

**THIS APPLICATION SHALL BE FILED BY THE  
LEGAL OWNER OF THE PROPERTY**

| <b>SUBMITTAL<br/>DATES</b>    | <b>ZONING BOARD OF<br/>APPEALS MEETING DATES</b> |
|-------------------------------|--|
| <b>November 2, 2024</b>       | <b>January 23, 2025</b>                          |
| <b>January 24, 2025</b>       | <b>February 27, 2025</b>                         |
| <b>March 01, 2025</b>         | <b>March 27, 2025</b>                            |
| <b>March 28, 2025</b>         | <b>April 24, 2025</b>                            |
| <b>April 25, 2024</b>         | <b>May 22, 2025</b>                              |
| <b>May 23, 2025</b>           | <b>June 26, 2025</b>                             |
| <b>June 27, 2025</b>          | <b>July 24, 2025</b>                             |
| <b>July 25, 2025</b>          | <b>August 28, 2025</b>                           |
| <b>August 25, 2025</b>        | <b>September 25, 2025</b>                        |
| <b>September 26, 2025</b>     | <b>October 23, 2025</b>                          |
| <b>October 24, 2025</b>       | <b>November 20, 2025</b>                         |
| <b>NO Meeting in December</b> | <b>NO Meeting in December</b>                    |

The Zoning Board of Appeals meets on the 4th Thursday of each month on an as-needed basis. The meetings will begin at 6:00 P.M. unless otherwise noted and will be held at Imlay City Hall, 150 North Main Street.

Applications will be accepted for Zoning Board of Appeals review until 4:00 P.M. on the submittal deadline date. Incomplete applications will be refused.

**PLEASE SEE THE CURRENT FEE SCHEDULE FOR FEES**

**CITY OF IMLAY CITY** *THIS APPLICATION SHALL BE*

**ZONING BOARD OF APPEALS  
VARIANCE APPLICATION**

*FILED BY THE LEGAL  
OWNER OF THE PROPERTY*

To be completed by petitioner and returned to the City Office

1. **Petitioner Name** \_\_\_\_\_

2. **Location of Property**

Address \_\_\_\_\_

Property Tax ID Number \_\_\_\_\_

Cross Streets \_\_\_\_\_

3. **Identification**

**Petitioner** \_\_\_\_\_

**Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

Email: \_\_\_\_\_

**Interest in the Property**

**Property Owner**     **Other (specify)** \_\_\_\_\_

**Property Owner** \_\_\_\_\_

**Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Length of Ownership** \_\_\_\_\_

Email: \_\_\_\_\_

4. **Property Information**

**Zoning District** \_\_\_\_\_ **Current use** \_\_\_\_\_

**Area (acreage)** \_\_\_\_\_ **Frontage** \_\_\_\_\_ **Width** \_\_\_\_\_

5. Appeals Request (must separately complete each section of the zoning ordinance that the variance applies to)

Reason for the variance Request:

- 1) Section of Zoning Ordinance \_\_\_\_\_  
Ordinance requires \_\_\_\_\_  
Request made \_\_\_\_\_
- 2) Section of Zoning Ordinance \_\_\_\_\_  
Ordinance requires \_\_\_\_\_  
Request made \_\_\_\_\_
- 3) Section of Zoning Ordinance \_\_\_\_\_  
Ordinance requires \_\_\_\_\_  
Request made \_\_\_\_\_  
Ordinance requires \_\_\_\_\_
- 4) Section of Zoning Ordinance \_\_\_\_\_  
Ordinance requires \_\_\_\_\_  
Request made \_\_\_\_\_  
Ordinance requires \_\_\_\_\_
- 5) Section of Zoning Ordinance \_\_\_\_\_  
Ordinance requires \_\_\_\_\_  
Request made \_\_\_\_\_  
Ordinance requires \_\_\_\_\_

Determination of Variance

- Zoning Administrator
- Planning Commission
- Other \_\_\_\_\_

**6. Conditions for an Area Variance**

- Describe the special conditions and circumstances that exist which are peculiar to land, structure, or building involved.

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- Describe the special conditions and circumstances that exist which are not generally applicable to the lands, structures, or buildings in the same district.

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- Have the special conditions and circumstances relating to the variance request resulted from the actions of the applicant?

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- How would the literal interpretation of the provisions of the Ordinance deprive the applicant of the rights commonly enjoyed by the other properties in the same district, under the terms of this ordinance?

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- Will the variance be injurious to the neighborhood or otherwise detrimental to the general welfare?

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- Is the variance the minimum variance that will make possible the reasonable use of the land, building, or structure?

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- Are the spirit, purpose, and intent of the Ordinance being observed, and the public safety secured?

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7. **Conditions for a Use Variance**

- Describe how the property cannot be reasonably used for any purpose permitted in the zoning district without the variance. There must be financial proof of inability to realize any return.

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- Describe the unique circumstance peculiar to the property that exists which are not generally applicable in the area or to the other properties in the same zoning district.

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- Have the special conditions and circumstances relating to the variance request resulted from the actions of the applicant or of the applicants' predecessors?

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- Will the variance alter the essential character of the area?

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**The attached print is to be part of this petition and is drawn to scale. The plot plan shows the size of the lot or parcel in question, intended layout, drawing dimensions, elevations, and set backs.**

I, \_\_\_\_\_ (applicant), do hereby swear that the above statements are true.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Signature of Property Owner Date

I, \_\_\_\_\_ (property owner), hereby give permission for Inlay City, city officials, staff, and consultants to go on the property for which the above referenced petition is proposed for purposes of verifying information provided on the submitted application.