

**HOUSING 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**

SUBMITTAL DATE	HOUSING BOARD OF APPEALS MEETING DATES
December 4, 2023	January 3, 2024 (Wednesday)
January 4, 2024	February 5, 2024
February 6, 2024	March 4, 2024
March 5, 2024	April 1, 2024
April 2, 2024	May 6, 2024
May 7, 2024	June 3, 2024
June 4, 2024	July 1, 2024
July 2, 2024	August 5, 2024
August 6, 2024	September 4, 2024 (Wednesday)
September 5, 2024	October 7, 2024
NO November Meeting	NO November Meeting
NO November Meeting	December 2, 2024

The Housing Board of Appeals meets on the 1st Monday 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, 150 North Main Street.

Applications with payment of \$50.00 will be accepted for Housing Board of Appeals review until 4:00 P.M. on the submittal deadline date. Incomplete applications will be refused.

CITY OF IMLAY CITY
HOUSING BOARD OF APPEALS
VARIANCE APPLICATION

**THIS APPLICATION SHALL BE
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 Rental Property**
 Address _____
 Property Tax ID Number _____
 Cross Streets _____

3. **Property Owner** _____
 Address _____
 City/State/Zip _____
 Phone _____ Fax _____
 Email: _____

4. **Property Information**
 Zoning District _____ Frontage _____ Width _____

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

 Reason for the Variance Request:

 1) **Section of Rental Ordinance** _____
 Ordinance requires _____
 Request made _____

 2) **Section of Rental Ordinance** _____
 Ordinance requires _____
 Request made _____

3) Section of Rental Ordinance _____
Ordinance requires _____
Request made _____
Ordinance requires _____

4) Section of Rental Ordinance _____
Ordinance requires _____
Request made _____
Ordinance requires _____

5) Section of Rental Ordinance _____
Ordinance requires _____
Request made _____
Ordinance requires _____

6. Conditions for an Area Variance
- Describe the special conditions and circumstances that exist which are peculiar to land, structure, or building involved.

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

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

 - 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 the ordinance?

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

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

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

7. Conditions for a Use Variance

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

- 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 district.

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

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

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, and drawing dimensions.

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 Imlay 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.