

**BIRCH RUN TOWNSHIP
ZONING BOARD OF APPEALS (ZBA)**

Application for a Variance, Interpretation, or an Administrative Review

Section I: Applicant Information

Name: _____

Address: _____

Phone Number: () _____ Home () _____ Work _____

Section II: Property Owner Information (If not applicant)

Name: _____

Address: _____

Phone Number: () _____

Section III: Property Information

The property in question is located at _____, Birch Run, Michigan 48415,
being legally described as: _____

Section IV: Previous Appeal

A previous appeal has () or has not () been made with respect to this property and this matter.

If yes, previous case number was _____ dated _____, 19____.
(20____)

(To be completed by the Township Clerk)

Decision on previous appeal: _____

Section V: Reason(s) for Application (Please check)

____ A. Variance

____(1) To grant a non-use (dimensional) variance to such requirements as lot area and width regulations, yard and depth regulations, off-street parking and loading space requirements. Any requirements of the Zoning Ordinance which can be expressed in terms of numbers may be brought before the Zoning Board of Appeals.

____(2) To grant a variance in connection with legal non-conformities pursuant to Article 13. The variance must decrease the intensity of the legal non-conformity.

Specifically state your request under this section (Attach additional documentation deemed pertinent):_____

____ B. Administrative Review

To review, reverse, or modify any order, decision or determination made by the Zoning Administrator. Such a request must be made in writing not more than ten (10) days after the date of the Zoning Administrator's decision. The request shall be filed with the Zoning Administrator and shall specify grounds for the review.

Specifically state your request under this section. (Attach additional documentation deemed pertinent):_____

____ C. Interpretation

____ (1) To determine the precise location of the boundary lines between zoning districts.

____ (2) To clarify any activity which is not specifically mentioned in the Uses Table in Article 9 "Zoning Districts, Regulations and Map" for any zoning district as a "Use by Right" or a "Use by Special Permit" within at least one (1) zoning district, provided that said classification of similar uses and with the purpose and intent of each zoning district.

____(3) To determine the off-street parking and loading space requirements of any use for which these requirements are not determinable using the information provided for this purpose in Article 16 “Off-Street Parking and Loading”.

____(4) To interpret any portion of the Zoning Ordinance when the Zoning Administrator is unable to clearly determine its intent or effect.

Specifically state your request under this section (Attach additional documentation deemed pertinent):_____

Section VI: Authorization to Access Property

I (we), the legal owners of the property described in Section II above, do hereby grant the members of the Zoning Board of Appeals and Township employees or their agents or representative permission to access and review the site for the purpose of this appeal.

Signature of Property Owner Date

Signature of Property Owner Date

Section VII: Execution of Application

I (we), the above named applicant(s), hereby make the aforementioned appeal to the Birch Run Township Zoning Board of Appeals in accordance with Article 6, of the Birch Run Township Zoning Ordinance.

Signature of Applicant Date

Signature of Applicant Date

Section VIII: Representation at Public Hearing

I (we), the above named applicant(s) can not personally appear before the Zoning Board of Appeals; and such, authorize _____ to be my (our) representation for the aforementioned appeals.

Signature of Applicant _____ Date _____

Signature of Applicant _____ Date _____

I have read the above application and understand that once the Zoning Board of Appeals meeting has been scheduled, the administrative fee will not be refunded under any circumstances.

Signature _____ Date _____

To be completed by Township:

Fees:

Application Fees: Administration & One (1) Zoning Board of Appeals (ZBA) Meeting: \$650.00
Outside Consultant Escrow \$2500.00/\$5000.00 (a portion of this charge may be refundable or additional fees may be applicable). Please check with the Zoning Administrator on the applicable fees for your particular project.

Copy Sent To:

Zoning Administrator _____, 20____

Township Planning Comm. _____, 20____

Saginaw County Planning _____, 20____