

Application # VAR \_\_\_\_\_

**CALEDONIA CHARTER TOWNSHIP  
APPLICATION FOR VARIANCE**

*Applicant Information:*

Name:			
Address:			
Telephone:	Fax:	E-mail:	

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Ownership Interest of Applicant:  Owner (Fee Simple)     Land Contract     Lease  
 Purchase Agreement     Agent for Owner

Zoning Classification: \_\_\_\_\_

Requested Variance:	

Parcel Address if different from applicant address or tax parcel number if no address	

PLEASE ATTACH INFORMATION EXPLAINING HOW THE REQUESTED VARIANCE COMPLIES WITH THE STANDARDS OUTLINED ON THE BACK PAGE AND A PLOT PLAN ILLUSTRATING THE PROPOSED VARIANCE. (SEE ATTACHED SAMPLE PLOT PLAN)

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I certify that the information provided for this application is true and accurate.

Applicant's Signature:	
Date:	

If the applicant is not the owner of the property, the owner's signature is required to confirm that they are aware that the application has been submitted and will permit the request to be considered.

Owner's Signature:	
Owner's Address:	
Date:	

**SEE INFORMATION ON BACK**

**VARIANCE APPLICATION**

**APPLICATION INFORMATION**

- Complete application must be RECEIVED BY THE ZONING ADMINISTRATOR at least 22 days prior to the regularly scheduled Zoning Board of Appeals meeting at which it is to be heard. Meetings of the Caledonia Zoning Board of Appeals are scheduled for the first Wednesday of the month at 6:30 p.m. at the Caledonia Township Hall. A complete application includes:
  - A completed and signed application form along with fee
  - An explanation of how the applicant believes the request meets the five standards for approval of a variance
  - A complete plot plan, complying with the attached example
  
- An applicant may request a special meeting of the planning commission to consider their variance request, but due to notice requirements a special meeting cannot be scheduled for at least 22 days after the application.

**FEES (Make checks out to Caledonia Township)**

Variance Application Residential/Agricultural Uses .....	\$ 200
Variance Application All Other Uses .....	\$ 400
Special Planning Commission Meeting .....	\$60 + \$40/per ZBA member attending

**STANDARDS FOR APPROVAL**

- To qualify for a variance, an applicant must demonstrate that his/her request meets the following tests:
- ~ The strict enforcement of the non-use provisions of this Ordinance would unreasonably prevent the owner from using the property for a permitted purpose, or would render conformity unnecessarily burdensome;
  - ~ Granting the variance would do substantial justice to the applicant as well as to other property owners in the district, and a lesser relaxation would not give substantial relief and be more consistent with justice to others;
  - ~ The plight of the owner is due to circumstances unique to the property;
  - ~ The problem that the variance is fixing was created by the owner or their predecessor in title; and
  - ~ The requested variance will not be contrary to the spirit and intent of this Zoning Ordinance, public safety or substantial justice.

<b>TO SUBMIT AN APPLICATION MAIL OR HAND DELIVER APPLICATION AND FEE TO:</b>
Caledonia Planning & Zoning Department 135 N State Road Owosso, Michigan 48867 PHONE (586) 280-9915 E-MAIL <a href="mailto:bjonas@rowepsc.com">bjonas@rowepsc.com</a>

**TO BE FILLED OUT BY ZONING OFFICIAL**

Date Complete Application Received:		Fee Paid:	
Application: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:		
Zoning Official's Signature:			
Reasons for Denial or Conditions of Approval:			

