

# Portland Township Ionia County

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## Zoning Board of Appeals Application

This application must be completed in full and approved by the Township Zoning Board of Appeals before beginning any construction, excavation or use regulated by the Portland Township Zoning Ordinance. Fee: \$300.00

### Applicant Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Numbers (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

### Property Owner Information (if different from applicant)

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Numbers (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

### Proposed Request

Reason for Zoning Board of Appeals hearing:

\_\_\_\_\_ Variance

\_\_\_\_\_ Ordinance or map interpretation

\_\_\_\_\_ Appeal from administrative decision

\_\_\_\_\_ Other authorized review

Proposed Request \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address of Property \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Parcel Number **34-140-** \_\_\_\_\_ or attach legal description if number not yet assigned

Zoning District \_\_\_\_\_

**Zoning Board of Appeals Application (page 2)**

**Present Use of the Property**

Present use \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If you are requesting a variance, please complete the following:**

There are exceptional or extraordinary circumstances or conditions applying to the property in question that do not generally apply to other properties in the same zoning district because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the zoning district and in the vicinity because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

That the building, structure, or land cannot yield a reasonable return if required to be used for a use allowed in the zoned district in which it is located because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Site Plan**

Include a site plan drawing showing the location of existing structures, any proposed location of any new construction or additions to any existing structures. Indicate the distances of any proposed construction to your lot lines, road right of way, easements, and shorelines. For new accessory structures also include the distance to the dwelling. Indicate any unusual physical features of the site or buildings.

**Affidavit**

I certify and affirm that I am the property or building owner or the owner's authorized agent and that I agree to conform to applicable zoning laws of Portland Township. I also certify and affirm that this application is accurate and complete to the best of my knowledge. I hereby give permission for Township representatives to visit this location. I understand that if my request is granted, other ordinance requirements may be applicable.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Administrative Use**

Application Received - Date \_\_\_\_\_

Fee paid \_\_\_\_\_ Date \_\_\_\_\_

Date of Hearing \_\_\_\_\_ Date Published \_\_\_\_\_ Date 300' Notices Sent \_\_\_\_\_

Date Posted at Hall \_\_\_\_\_

Application Approved \_\_\_\_\_

Application Denied \_\_\_\_\_

Decision and Conditions \_\_\_\_\_

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