

CITY OF GROSSE POINTE
ZONING BOARD OF APPEALS
APPLICATION FOR VARIANCE HEARING

NOTICE TO APPLICANT – Applications for review of a variance request by the Zoning Board of Appeals must be submitted to the City no later than forty-five (45) days prior to the meeting. Regular meetings of the Zoning Board of Appeals are held on the Third Monday of each month at 7:00 p.m. in the Grosse Pointe Council Chambers, 17145 Maumee Ave., Grosse Pointe, MI, 48230. Phone number – 313-885-5800 / 313-885-0820 fax.

TO BE COMPLETED BY APPLICANT (please print or type):

I (we) the undersigned do hereby respectfully request consideration of my (our) variance required, and provide the following information to assist in the review:

Applicant's Name _____

Applicant's Address _____

Home Telephone _____ Other Telephone _____

Property Owner (if different from Applicant): _____

Property Owner's Address _____ Telephone _____

LOCATION OF PROPERTY – Street Address _____

Existing Zoning _____ Property Size _____ Acres _____ Sq. Ft.

Present Use of Property _____

Size of Existing Structure(s) _____ Sq. Ft. Size of Proposed Structure(s) _____ Sq. Ft.

DESCRIPTION OF VARIANCE REQUESTED: _____

If applicant complied with current Zoning regulations, what hardship would occur? _____

If variance request requires construction or movement of a structure, please attach the following:

1. A drawing depicting the existing lot, inclusive of all buildings presently on site, with size of structures noted.
2. Elevations of proposed structures.
3. Front, rear and side yard setbacks.
4. A survey of the property.
5. Percentage of lot coverage existing and proposed.
6. Area dimensions and height of proposed addition/construction.
7. Intended use for the proposed change.
8. Vehicle parking area(s), if applicable.

CITY OF GROSSE POINTE

ZBA PROCEDURES

- Submit ZBA application and public hearing fee of \$90.00 for a Variance Request (if this is not a standard variance request, you will be informed of the other fee structure). **Additional fees for the City Planner may be incurred. These amounts vary depending on the time expended for the review. Please see rate schedule attached.**
- The applicant will be notified of the hearing date once the application/hearing fee is paid and a complete set of drawings, including all the above requested information, has been submitted.
- The applicant or a designated representative must be present at the Zoning Board of Appeals hearing or the variance request will be tabled or dismissed.

APPLICANT'S ENDORSEMENT

All information contained herein is true and accurate to the best of my knowledge. I understand that the Zoning Board of Appeals will not review my (our) request unless all information required in this application and the Zoning Ordinance have been submitted.

_____ Signature of Applicant	_____ Date
---------------------------------	---------------

_____ Signature of Co-Applicant	_____ Date
------------------------------------	---------------

_____ Signature of Owner (if applicable)	_____ Date
---	---------------

TO BE COMPLETED BY CITY

Date Application Submitted and Fee Paid _____ Received by _____

Date of Public Hearing _____

Date 300 ft. Public Hearing Notice Mailed _____

ZBA Action Taken - Approved _____ Approved with Conditions _____ Denied _____

Misc. _____

Schedule of Hourly Rates

<u>Professional Level</u>	<u>Hourly Rate</u>
President	\$ 130.00
Vice President	\$ 115.00
Director	\$ 105.00
Senior Principal or Manager	\$ 100.00
Principal	\$ 85.00
Senior	\$ 70.00
Associate	\$ 60.00
Assistant	\$ 45.00
Draftsperson	\$ 37.00
Aide	\$ 35.00
Administrative Assistant	\$ 30.00

Site Plan Review and Special Approval Use Reviews (Each Review)

- a. Multiple-family or Mobile Home Park Development: \$600.00 plus \$10.00 per unit (includes initial review, review of one revised plan, and attendance at Pre-Site Plan Review Committee meeting)
- b. Cluster Housing Development: \$650.00 plus \$10.00 per unit (includes initial review, review of one revised plan, and attendance at Pre-Site Plan Review Committee meeting)
- c. Commercial or Industrial Development: \$650.00 plus \$75.00 per acre (includes initial review, review of one revised plan, and attendance at Pre-Site Plan Review Committee Meeting)
- d. Public or Semi-Public Uses: \$600.00 plus \$50.00 per acre (includes initial review, review of one revised plan, and attendance at Pre-Site Plan Review Committee meeting)
- e. Planned Development
 1. Review of Plans, consultation with City officials and applicant, and other work related to request for Planned Development plan – Consultant shall be paid at an hourly rate as specified in Section 8.A.
 2. Final Detailed Site Plans: Subdivision Plans, or other plans required prior to issuance of building permit – Same as Sections C.1. and C.2, a through e, above
- f. Special Approval or Conditional Use \$600.00 plus \$10.00 per acre in addition to applicable Site Plan Review Fee above. (charge includes review of initial plan and one revised plan; attendance at meeting shall be invoiced hourly)
- g. Revision Fee – For each additional written technical review and recommendation provided by the Consultant (e.g. because of submission of a revised plan) there shall be an additional charge of one half of the original fee, unless review of revised plan is included in the specified fee.