

***Pentwater Township***  
***327 Hancock Street, P.O. Box 512, Pentwater, Michigan 49449***  
Phone (231) 869-6231 Fax (231) 869-4340

Website: [www.pentwatertwp.org](http://www.pentwatertwp.org).

Email: [zoningadministrator@pentwatertwp.org](mailto:zoningadministrator@pentwatertwp.org)

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**APPLICATION FOR ZONING BOARD OF APPEALS  
DIMENSIONAL VARIANCE**

Date Application Prepared \_\_\_\_\_ Application Fee \$ \_\_\_\_\_ .00

Date Application Received \_\_\_\_\_ Receipt No. \_\_\_\_\_

**Property Location Information**

Parcel ID: 64 - 001 - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Property Address \_\_\_\_\_

Property Location \_\_\_\_\_

Section No. \_\_\_\_ Subdivision Name \_\_\_\_\_

**Applicant Information**

Applicant (circle one):

Representative                      Property Owner                      Other \_\_\_\_\_

\_\_\_\_\_  
(applicant)

\_\_\_\_\_  
(address)

\_\_\_\_\_  
(city, state, zip code)

\_\_\_\_\_  
(telephone, home, cell and/or business)

\_\_\_\_\_  
(email address)

Property owner's name and address (if not the applicant)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Phone ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

**Land Use and Zoning Information**

Existing Land Use (i.e. Single or Multiple Family Residential, Commercial or Industrial)

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Zoning Map Classification of Property: \_\_\_\_\_

Lot Area: \_\_\_\_\_ sq. ft. or acres. Lot width: \_\_\_\_\_ ft. Waterfront? Yes\_\_\_\_ No\_\_\_\_

**Dimensional Requirements and Plot Plan (Minimum 8 1/2 x 11 inch Plot Plan or Sketch Required):**

(Setbacks are measured from lot lines to the drip edge of the building or closest part of structure to the lot lines)

Waterfront Setback Required = \_\_\_\_\_ft. Proposed = \_\_\_\_\_ ft.

Front Setback: Required = \_\_\_\_\_ft. Proposed = \_\_\_\_\_ft.

Corner Lot? Yes \_\_\_\_\_ No \_\_\_\_\_ Side Street Front Setback: Req. = \_\_\_\_\_ft. Prop. = \_\_\_\_\_ft.

Side Setback Required = (N or E) \_\_\_\_\_ ft. \_\_\_\_\_ Proposed = \_\_\_\_\_ ft.

Side Setback Required = (S or W) \_\_\_\_\_ ft. \_\_\_\_\_ Proposed = \_\_\_\_\_ ft.

Rear Setback: Required = \_\_\_\_\_ft. Proposed = \_\_\_\_\_ft.

**Other Zoning Requirements:**

Percent (%) Lot Coverage (Impervious Surface): Existing = \_\_\_\_\_% Proposed = \_\_\_\_\_%

Principal Building Area Required = \_\_\_\_\_ sq. ft. Proposed = \_\_\_\_\_ sq. ft.

Principal Building Height: Allowed = \_\_\_\_ ft. from grade to peak. Proposed = \_\_\_\_ft. from grade to peak.

Acc. Building Area: Allowed = \_\_\_\_\_ sq. ft. Proposed = \_\_\_\_\_ sq. ft.

Acc. Building Height: Allowed = \_\_\_\_ ft. from grade to peak. Proposed = \_\_\_\_ ft. from grade to peak.

Practical Difficulties \_\_\_\_\_

**A Property Survey may be required in accordance with Section 19.15 of the Zoning Ordinance.**

Description of the requested dimensional variance: i.e. type(s) of building, addition, accessory building, deck, fence or other structure,

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**I Attest that the above information is true, to the best of my knowledge:**

**Applicant's Signature** \_\_\_\_\_ **or,**

**Property Owner's Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SECTION 18.08 REVIEW STANDARDS FOR VARIANCES**

- A. Non-Use Variance: A non-use or dimensional variance may be allowed by the Board of Appeals only in cases where there is reasonable evidence of practical difficulty in the official record of the hearing and that ALL of the following conditions are met:
1. Granting the variance will not be contrary to the public interest and will ensure that the spirit of this Ordinance is observed.
  2. Granting the variance will not cause a substantial adverse effect to property or improvements in the vicinity or in the district in which the subject property is located.
  3. The variance request is not one where the specific conditions pertaining to the property are so general or recurrent in nature as to make the formulation of a general regulation for such conditions reasonably practicable.
  4. That there are practical difficulties in the way of carrying out the strict letter of these regulations which are caused by exceptional or extraordinary circumstances or conditions applying to the property involved, or to the intended use of the property, that do not generally apply to other property or uses in the vicinity in the same zoning district. Exceptional or extraordinary circumstances or conditions include:
    - a. exceptional narrowness, shallowness or shape of a specific property on the effective date of this Ordinance;
    - b. exceptional topographic conditions;
    - c. by reason of the use or development of the property immediately adjoining the property in question; or,
    - d. any other physical situation on the land, building or structure deemed by the Board of Appeals to be extraordinary.

**I Attest that I have read the above excerpt from the Pentwater Township Zoning Ordinance, Section 18.08 Review Standards for Non-Use Variances:**

**Applicant's Signature** \_\_\_\_\_ **or,**

**Property Owner's Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Authorization for On-Site Inspection**

By signing below, the Applicant and/or Property Owner authorize Pentwater Township Staff, Elected or Appointed Officials permission to enter the property for the purposes of investigating any question that they may have relative to this application for a dimensional variance(s).

Applicant \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner \_\_\_\_\_ Date: \_\_\_\_\_

**Miscellaneous**

Check all attached information:

- Plot Plan or Sketch of property, setbacks and **practical difficulties (Section 18.08.A.4)**.
- Survey (May be required by Section 19.15 of the Zoning Ordinance).
- Building Elevation Drawings.
- Critical Dune Area, High-Risk Erosion Area or Wetlands? Yes\_\_\_\_ No\_\_\_\_
- MDEQ, MDNR or USACE Permit Required? Yes\_\_\_\_ No\_\_\_\_
- Date of Zoning Board of Appeals (ZBA) Meeting/Hearing** \_\_\_\_\_

**Zoning Board of Appeals Decision**

**Approved:** \_\_\_\_\_ **Denied:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

**Comments or Conditions:** \_\_\_\_\_

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

- See Attached Resolution of ZBA Decision**

**Signed:** \_\_\_\_\_  
**Zoning Administrator**