

ZONING VARIANCE APPLICATION

VILLAGE OF GOODRICH

For Office Use Only

Filing Date _____ Parcel ID Number _____

Date of Zoning Board of Appeals Meeting: _____

Result of the Boards Decision: _____ Granted/Denied _____ Paid Yes/No _____

1. **APPLICANT (S) INFORMATION**

Name(s) _____ Phone _____
Address _____

Representative(s)
Name(s): _____ Phone _____
Address _____

Owner of Property (if different)
Name(s) _____ Phone _____
Address _____

2. **ADDRESS OF SUBJECT PROPERTY:** _____
Existing Zoning: _____
Current Use of Property: _____

3. **TYPE OF APPEAL**

Variance Interpretation Appeal

Description of Variance Request

Setback Sign Screening Lot Size, Width or Access Height
 Other Please Describe _____

Section(s) of the Ordinance relating to the request:

- a. _____
- b. _____
- c. _____

4. **STATE NATURE OF APPEAL** _____

5. STATE PRACTICAL DIFFICULTY _____

Date property will be staked if necessary: _____

ADVISORY STATEMENT/RIGHT OF ENTRY

I hereby attest that the information on this form is, to the best of my knowledge, true and accurate. I hereby grant permission for members of the Village Zoning Board of Appeals and Village staff to enter the subject property for the purpose of viewing site and gathering information related to this request.

Property Owner's Signature _____ Date _____

Applicants' Signature _____ Date _____

Tips for a Successful Variance Application

1. Determine if you really need the variance or you just want one.
2. Talk to the Staff at the Planning and Building Departments and review alternatives.
3. When you file your application, take time in stating specifically what your hardship is and why the ordinance appears to unfairly affect you.
4. Avoid, if possible, submitting new information to the Zoning Board of Appeals during the hearing.
5. If you cannot submit documentation until the hearing itself, consider an adjournment until the next scheduled meeting.
6. The Zoning Board of Appeals members will probably inspect the site before the hearing, **clean up** the property/site before inspection. (If necessary, the Board can attach a condition to an approved variance that nuisances such as junk, trash and debris be addressed).
7. Talk to your neighbors about your variance.
8. If you get your neighbors support get a brief, concise written statement and submit it to the Planning Department or have them appear at the hearing.
9. If you expect opposition, examine the Planning Department files a day or two before the hearing any written opposition will be on file.
10. Listen to the Zoning Board of Appeals members; both their questions and discussion may be an attempt to steer you to a compromise.
11. Dress appropriately.
12. Be concise and have your presentation prepared/rehearsed prior to the meeting.

ZONING BOARD OF APPEALS SCHEDULE 2019
VILLAGE OF GOODRICH

MTG DATE	AGENDA	PLANS TO SAFE BUILT	SAFE BUILT REVIEW RETURN	PACKETS MAILED	PUBLISH
09/16/19	09/02/19	09/02/19	09/09/19	09/10/19	08/31/19
10/21/19	10/07/19	10/07/19	10/14/19	10/15/19	10/05/19
11/18/19	11/04/19	11/04/19	11/11/19	11/12/19	11/02/19
12/16/19	12/02/19	12/02/19	12/09/19	12/10/19	11/30/19
01/20/20	01/06/20	01/06/20	01/13/20	01/14/20	01/04/20
02/17/20	02/03/20	02/03/20	02/10/20	02/11/20	01/01/20
03/16/20	03/02/20	03/02/20	03/09/20	03/10/20	03/07/20
04/20/20	04/06/20	04/06/20	04/13/20	04/14/20	04/04/20
05/18/20	05/04/20	05/04/20	05/11/20	05/12/20	05/02/20
06/15/20	06/01/20	06/01/20	06/08/20	06/09/20	05/30/20
3 RD MON. OF MONTH	2 ND THURS. OF MTG MONTH	1 ST THURS. OF MTG MONTH	WEEK AFTER SENT	MONDAY AFTER RETURN	15 DAYS PRIOR TO MEETING

15 DAY PUBLIC NOTICE
 MINUTES WILL BE COMPLETED WITHIN EIGHT BUSINESS DAYS FOLLOWING MEETING
 VARIANCE: \$250 FEE NON-REFUNDABLE PLUS \$700 ESCROW
 REVISED REQUEST: 50% OF INITIAL FEE NON-REFUNDABLE
 POSTED BY:
 SHERI WILKERSON, CMC
 ADMINISTRATOR/MUNICIPAL CLERK

**Village of Goodrich
Schedule of Fees
Resolution 2009-25**

COUNCIL, ZONING BOARD OF APPEALS, PLANNING COMMISSION DEVELOPMENT REVIEWS

	FEEES	ESCROW
PARCEL REVISION		
ALL LAND DIVISIONS AND/OR COMBINATIONS	\$180 first 2 splits \$25 EACH ADDITIONAL	\$500.00
SITE CONDO	\$300.00+ 5/BLDG SITE	\$1,500.00
REVISED SITE CONDO PLAN	50% OF INITIAL FEE	
PLAT		
TENTATIVE PRELIMINARY PLAT	\$200.00	\$1,500.00
PRELIMINARY FINAL	\$200.00 +\$5 PER LOT	
REVISED PLAT REVIEW	50% OF INITIAL FEE	
FINAL PLAT	\$200.00 +\$5 PER LOT	
MULTI CONDO CLUSTER ECT	\$300.00 + \$3 PER DWELLING UNIT	\$1,500.00
REVISED SITE PLAN OR FINAL APPROVAL	50% OF INITIAL FEE	
SITE PLAN		
SITE PLAN INDIVIDUAL COMMERCIAL, INDUST	\$300.00	\$1,500.00
OFFICE & OTHER NON RESIDENTIAL		
REVISED SITE PLAN	50% OF INITIAL FEE	
MIXED USE OR PUD		
INITIAL REVIEW (PRELIM, REVIEW)	\$300.00	\$1,500.00
REVISED PLAN REVIEW	50% OF INITIAL FEE	
ZONING CHANGE	\$450.00	\$1,000.00
REVISED PLAN	50% OF INITIAL FEE	
CONDITIONAL USE	\$250.00	\$700.00
REVISED PLAN	50% OF INITIAL FEE	
ZBA REVIEWS		
VARIANCE	\$250.00	\$700.00
REVISED REQUEST	50% OF INITIAL FEE	
SPECIAL PLANNING COMMISSION MTG	\$250 + ALL ADDITIONAL COSTS *	
SPECIAL ZONING BOARD OF APPEALS MTG	\$150 = ALL ADDITIONAL COSTS *	
SPECIAL COUNCIL MTG	\$150 = ALL ADDITIONAL COSTS *	

* IN ADDITION TO THE AFOREMENTIONED FEES, APPLICANTS WILL BE RESPONSIBLE FOR AND WILL BE REQUIRED TO PLACE FUNDS IN AN ESCROW ACCOUNT TO COVER THE COSTS INCURRED BY THE VILLAGE FOR LEGAL, ENGINEERING AND PLANNING CONSULTATION SERVICES ASSOCIATED WITH THE APPLICATION. APPLICANT WILL BE RESPONSIBLE FOR PAYMENT OF ANY COSTS EXCEEDING THE AMOUNT PLACED IN ESCROW WITHIN TEN DAYS OF INVOICE REGARDLESS OF APPROVAL.