

PROCEDURES FOR FILING ZONING BOARD APPLICATION

CHRISTMAS TREE LOTS ONLY

1. The Application for Appeal must be fully completed and signed by the applicant and legal owner.
2. Provide plot plan to scale of the property showing streets and side/front/rear yard lines with measurement to all buildings.
3. Provide one (1) copy of a photograph or snapshot of the building and/or land.
4. Provide all information necessary to help the Board understand the request.
5. Submit letter of authorization to use property from property owner.
6. Present application, plans, photographs and a filing fee of \$300.00 to the Building Department for processing.
7. If request is granted, obtain a building permit from the Building Department, Fee - \$150.00 clean-up bond, to be returned after inspection of property, \$50.00 building permit fee; obtain electrical permit for temporary use \$55.00 fee.

NOTE: A \$300.00 fee will be collected for each lot.

CITY OF EASTPOINTE

APPLICATION FOR APPEAL

ZONING BOARD OF APPEALS

Meeting Date: _____ Fee: \$300.00

I HEREBY MAKE APPLICATION TO THE EASTPOINTE ZONING BOARD OF APPEALS FOR VARIANCE OF CITY CODE ON THE FOLLOWING DESCRIBED PROPERTY:

NAME & ADDRESS OF APPLICANT:

NAME & ADDRESS OF PROPERTY OWNER:

PHONE: _____

PHONE: _____

LEGAL DESCRIPTION OF PROPERTY (LOT #, SUBDIVISION, OR METES & BOUNDS): _____

_____ ZONING CLASSIFICATION _____ CONFORMING _____ NONCONFORMING

FOR THE INFORMATION OF THE ZBA, PLEASE INDICATE IN YOUR OWN WORDS, THE NATURE OF YOUR REQUEST: _____

I (We) hereby request a Hearing on the above mentioned matter before the City of Eastpointe Zoning Board of Appeals.

The undersigned swear(s) the foregoing statements and answers herein contained and accompanied information and data are in all respects true and complete.

SIGNATURE OF APPLICANT: _____ DATE: _____

SIGNATURE OF PROPERTY OWNER: _____ DATE: _____
(IF NOT APPLICANT)

(FOR BUILDING DEPARTMENT USE)

BUILDING OFFICIAL REMARKS: _____

DISPOSITION OF ZONING BOARD OF APPEALS

MEETING DATE: _____ GRANTED: _____ DENIED: _____

REASONS: _____
