

City of Hamtramck, Michigan <i>Community &amp; Economic Development Department</i>	<b>ZBA NOTICE OF APPEALS</b>
3401 Evaline Avenue, Hamtramck, Michigan 48212 Phone: 313-870-0355 Fax: 313-876-7771	<b>DESCRIPTION</b>

**Escrow Account**

Commercial \$1500.00

Residential \$500.00

\*All monies to be collected at time of application. Used for the purpose of the Planning consultant contracted by the City. Monies not used will be returned to the applicant. If necessary, additional deposits will be required to be made to the escrow account due to unforeseen fees.

Article III, Section 5 describes the process authorizing the Zoning Board of Appeals to approve Non- Use (dimensional) and Use Variances. The following summarizes the Zoning Board of Appeals Application Process:

Step 1. Application Process: Complete Zoning Board of Appeals Notice of Appeals Application requirements.

Step 2. Submit completed application by 12:00 PM at least two (2) weeks prior to the next regularly scheduled Zoning Board of Appeals meeting.

Step 3. Zoning Board of Appeals shall set a public hearing.

Step 4. Zoning Board of Appeals shall make a decision within seventy-five (75) days from complete application submittal date.

Step 5. Zoning Board of Appeals considers the variance request and decides to approve with conditions or deny.

**All decisions of the ZBA are final. However, a person having an interest affected by the Zoning Ordinance may appeal to circuit court within thirty (30) days of a decision.**

City of Hamtramck, Michigan  
Community & Economic Development Department

**ZBA NOTICE OF APPEALS**

3401 Evaline Avenue, Hamtramck, Michigan 48212  
Phone: 313-870-0355 Fax: 313-876-7771

**APPLICATION**

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Office Use Only:**

Case Number: \_\_\_\_\_

Total Fees Paid: \_\_\_\_\_

Planning File Number: \_\_\_\_\_

Authorization: \_\_\_\_\_

<b>I. Identification</b>			
<b>Applicant:</b>	<b>Last Name:</b>	<b>First Name:</b>	
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Telephone Number:</b>	<b>Fax Number:</b>	<b>E-mail Address:</b>	
<b>Are you the Property Owner?</b>		<b>Relationship to Property Owner:</b>	
<input type="checkbox"/> Yes			
<input type="checkbox"/> No			
<b>PROPERTY OWNER:</b>	<b>Last Name:</b>	<b>First Name:</b>	
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Telephone Number:</b>	<b>Fax Number:</b>	<b>E-mail Address:</b>	
If you would like to include a secondary contact for the application such as an architect, attorney, contractor, etc. that is representing the project, please fill out the Additional Contact section below.			
<b>ADDITIONAL CONTACT:</b>	<b>Last Name:</b>	<b>First Name:</b>	
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Telephone Number:</b>	<b>Fax number:</b>	<b>E-mail Address:</b>	
<b>Relationship to property:</b>			
NOTE: If the property owner is different from the applicant, a notarized Letter of Authority granting permission to appear before the ZBA on the owner's behalf must accompany this application.			
<b>II. Property</b>			
<b>Address:</b>			
<b>Nearest Cross Streets:</b>		<b>Current Use of the Property:</b>	

**III. HARDSHIP OR PRACTICAL DIFFICULTY (attach additional sheets if necessary)**

To justify a variance the applicant must explain to the Board a reasonable difficulty based on the unique physical characteristics of their property. This difficulty cannot be based on the owner's personal situation or be monetary in nature.

1. List by Article and Section number the section(s) of the Hamtramck Zoning Ordinance from which you seek relief. Your appeal will not be considered without this information.

2. Why does strict compliance with the Zoning Ordinance prevent you from using your property for some lawfully permitted purpose, and create a circumstance where conformity would be unnecessarily burdensome?

3. Are the hardships or difficulties in the use of your property unique, exceptional or peculiar to your property? Explain

4. What effects will the granting of this variance have on your neighbors? Citing "none" or "no effect" is not an acceptable answer.

5. In what way, if any, did you contribute to the problem on the property for which you need a variance?

**IV. Owner's Affidavit**

Owner's Affidavit State of Michigan County of Wayne	Any decisions favorable to the applicant will remain valid only as long as the information or data submitted to the Board with this application are found to be correct and conditions upon which the resolution was based are maintained.
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The undersigned being duly sworn, disposes and says that the foregoing statements and answers herein contained and accompanied information and data are in all respects true and correct to the best of knowledge and belief.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Printed Name of Applicant

Subscribed and sworn before me on: This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public, Wayne County, Michigan Signature: My Commission expires:

## Hamtramck Fees

CED	Plan Commission	
CED	Site Plan Approval	500
CED	Lot Split/Combine Application	250
CED	Special Land Use	500
CED	Zoning Board of Appeals	
CED	Dimensional Variance Request (Resident)	250
CED	Dimensional Variance Request (Business)	500
CED	Use Variance Request (Resident)	250
CED	Use Variance Request (Business)	500
CED	Code Official/Interpretation Appeal	2500
CED	Sidewalk Café Permit	100
CED	Brownfield Application	500
CED	Urban Garden/Adopt a lot	20
CED	Brownfield Site Assessment Nomination	100
CED	Industrial Facilities Tax Abatement	500
CED	Film Permit Application	200
CED	Feature Film/Television/Video (Per Day)	100
CED	On Street Base Camp (Per Day)	50
CED	Equipment (Barricades, signage, etc.) (Per Day)	100
CED	Parking Space/Lot Rental	
CED	Shopper's World (75 Spaces) (Per Day)	300
CED	McDougall (30 Spaces) (Per Day)	120
CED	Florian (10 Spaces) (Per Day)	40
CED	Poland (10 Spaces) (Per Day)	40
CED	Evaline (2 Lots 10 Spaces) (Per Day)	40
CED	On-Street Parking (Per Space) (Per Day)	15
CED	Extended Hours (8PM – 7AM) (Per Day)	100
CED	Staff Wages (Police Officer with Car) (Per Hour)	75
CED	Staff Wages (Public Works) (Per Hour)	50