

WATERTOWN CHARTER TOWNSHIP NOTICE OF APPEAL

Case Number	Date Filed	Fee	Receipt Number

Name of Applicant: _____

Property Address: _____

Property Tax Code: _____

Address of Appellant: _____

Phone Number: _____ Fax Number _____

NOTE: Attach any additional sheets necessary to answer the questions completely.

I. ACTION REQUESTED

- ___ Review of Administrative Decision
- ___ Interpretation of Ordinance Text
- ___ Interpretation of Ordinance Map
- ___ Classification of Land Use Not Mentioned in Ordinance
- ___ Determination of Parking & Loading Requirements for a Non-Mentioned Use
- ___ Variance from Strict Application of Ordinance Requirements
- ___ Review of Site Plan Review Committee Decision
- ___ Community Service Facility Request
- ___ Allow Expansion of a Legal Nonconforming Use
- ___ Allow Structural Alteration of a Legal Nonconforming Use
- ___ Allow the Re-establishment of a Legal Nonconforming Use
- ___ Review of an Enforcement Decision
- ___ Review of a Planning Commission Decision
- ___ Allegation that a Particular Parcel of Land cannot be put to any Reasonable Economic Use in the Zoning District in which it is presently located
- ___ Other _____

II. PROPERTY INFORMATION

- A. Attach a legal description of the property affected by this appeal.
- B. List all deed restrictions that may apply to the property in question:

- C. Provide the name and address of all other persons or entities having a legal or equitable interest in this land:

- D. What is the present use of the property?

- E. Please attach a drawing of the property and any buildings or structures that exist on it. If this request is for a dimensional variance, please also illustrate the proposed improvement that requires the variance.

- F. What zoning district is the property located in?_____

III. DETAILED INFORMATION REQUEST

A. IF THIS APPEAL IS FOR AN *INTERPRETATION* OF THE ZONING ORDINANCE. PLEASE ANSWER THE FOLLOWING TWO QUESTIONS. IF NOT, MOVE ON TO THE NEXT SECTION.

1. Check the one that best describes what you are requesting an interpretation of:

___ The location of a zoning district boundary on the Zoning Ordinance district map as applied to the property in question.

___ The provision of Section (s) _____ of the Watertown Charter Township Zoning Ordinance.

___ Other: _____

2. Please describe the nature and request for this request:

B. IF THIS APPEAL IS TO REQUEST A *VARIANCE* FROM THE REQUIREMENTS OF THE ZONING ORDINANCE, ANSWER THE FOLLOWING TEN QUESTIONS. IF NOT, MOVE ON TO THE NEXT SECTION.

1. Fill out the sections of the following tables that are appropriate to your request.

A. SITE DEVELOPMENT REQUIREMENTS	REQUIRED	REQUESTED
Lot Width		
Lot Area		
Front Yard Setback		
Side Yard Setback		
Rear Yard Setback		
Floor Area		
Maximum Height		

B. PARKING & LOADING REQUIREMENTS	REQUIRED	REQUESTED
Number of Parking Spaces		
Number of Loading Spaces		

C. SIGN REQUIREMENTS	REQUIRED	REQUESTED
Maximum Display Area		
Maximum Height		
Minimum Setback		
Maximum Number of Signs		

2. State exactly what is intended to be done on or with the property which necessitates a variance:

3. Describe the characteristics of the property which cause the need for the variance:

The following questions ask the appellant to show that strict application of the provisions of the Zoning Ordinance would result in practical difficulties or unnecessary hardships inconsistent with the general purpose and intent of the Ordinance. In order for the Board of Appeals to determine whether unnecessary hardships exist, the appellant should provide answers to each of the following questions:

4. Can the property in question be used in a manner permitted by the Ordinance if a variance is not granted.

___ Yes ___ No

5. To the best of your knowledge, can you affirm that the hardship described above was not created by an action of anyone having interest in the land after the Ordinance or applicable parts thereof become law?

___ Yes ___ No (Explain) _____

6. Are the conditions of the property the result of other man-made changes (such as the relocation of a road or highway)?

Yes (explain) No

7. Will strict application of the Zoning Ordinance deny use of the property for any purpose to which it is reasonably adapted?

Yes (explain) No

8. Is the variance that you have applied for due to unique circumstances present on your property or to general conditions of the area?

Yes (explain) No

9. Is the variance requested in the minimum amount necessary to allow the development of the property or to overcome the practical difficulty?

Yes (explain) No

10. Other comments in support of your request:

C. APPEAL FROM ADMINISTRATIVE DECISION

IF THIS APPEAL IS TO REQUEST AN *APPEAL FROM AN ADMINISTRATIVE DECISION*, ANSWER THE FOLLOWING TWO QUESTIONS. IF NOT, MOVE ON TO THE NEXT SECTION.

1. The appellant requests the Zoning Board of Appeals reverse/modify the decision of the Zoning Administrator regarding Case Number_____. It is alleged that the Zoning Administrator erred in the interpretation of Section (s)_____.

2. Specifically state the problem, the decision sought, and the justification for the request:

D. OTHER AUTHORIZED APPEALS

IF THIS APPEAL IS NOT ANY OF THE ABOVE MENTIONED ANSWER THE FOLLOWING TWO QUESTIONS.

1. The appellant petitions the Zoning Board of Appeals to grant the following:

according to the provision of Section (s)_____ which grant the authority to the Zoning Board of Appeals.

2. Specifically state the problem, decision sought, and the justification for the request:

E. IMPACT ON SURROUNDING LAND

ALL APPELLANTS MUST ANSWER THE FOLLOWING TWO QUESTIONS.

1. If your request is granted, what are the likely positive and negative impacts of this decision on surround land and neighbors?

2. How do you propose to minimize any potential negative impacts that your proposed activity may cause?

IV. AFFIDAVIT

The undersigned acknowledges that is a variance is granted or other decision favorable to the undersigned is rendered upon this appeal, the said decision does not relieve the appellant from compliance with all other provisions of the Watertown Charter Township Zoning Ordinance. The undersigned further affirms that he/she is the _____ (specify: over, lessee, or other type of interest such as authorized agent) involved in the appeal and that the answers and statement herein contained and the information herewith submitted are in all respects true and correct to the best of his/her knowledge and belief.

Appellant Signature _____ **Date** _____

Notary Signature _____

Signed and sworn before me this _____ **day of** _____, **20** _____

STAMP: