

Village of Beverly Hills
 Building & Planning
 18500 W 13 Mile Rd
 Beverly Hills, MI 48025
 Phone: (248) 646-6404 Fax: (248) 646-3703
www.villagebeverlyhills.com

Staff Use Only	
Date Received:	_____
Case Number:	_____
Hearing Date:	_____

Petition to the Zoning Board of Appeals	
Property Address & Parcel I.D. Number(s)	Address:
	Parcel ID(s):
Type of Variance	<input type="checkbox"/> Dimensional (practical difficulty) <input type="checkbox"/> Land Use (hardship) <input type="checkbox"/> Interpretation (text or map)
Applicant (must have legal interest in property)	Name:
	Business:
	Address:
	City: _____ State: _____ Zip: _____
	Phone: _____ Email: _____
	Legal Interest: <input type="checkbox"/> Own Property <input type="checkbox"/> Lease Property <input type="checkbox"/> Offer to Purchase (please attach)
	<input type="checkbox"/> Other (e.g. attorney, architect, contractor, etc.):
Primary Contact <input type="checkbox"/> Same as Applicant	Name:
	Business:
	Address:
	City: _____ State: _____ Zip: _____
	Phone: _____ Email: _____
	Relationship to Applicant (e.g. architect, attorney, contractor, etc.):
Property Owner <input type="checkbox"/> Same as Applicant	Name:
	Business:
	Address:
	City: _____ State: _____ Zip: _____
	Phone: _____ Email: _____
	Property Owner Signature (if other than applicant):
Briefly describe appeal (attach additional pages if necessary)	
Applicant Signature	X: _____

In order to be considered at an upcoming meeting, this application and all required documents and materials must be submitted by the established deadline date for the next regular meeting of the Council, Planning Commission, and/or Zoning Board of Appeals. Submittal by deadline does not guarantee placement on the agenda. Incomplete submittals will not be considered. The applicant or a representative must be present at ALL meetings.

Zoning Board Use Only	
Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied - Chairperson: _____	Date: _____
Conditions of Approval or Reason for Denial: _____	

Non-use/Dimensional Variance Approval Standards

When deliberating on dimensional variance requests the board shall consider the following standards to determine if a practical difficulty exists warranting the granting of a variance:

- Is the situation unique to the subject property?
- Would applying the strict letter of zoning restrictions unreasonably prevent the landowner from using their property for a permitted purpose?
- Is conformity with the zoning regulations unnecessarily burdensome?
- Would approval of the variance negatively impact adjacent property owners or land within the district?
- Are the circumstances requiring the variance self-created?

It is recommended all applications for zoning variance requests include a narrative addressing the above criteria.

There must be a minimum of five votes in favor for a **non-use** variance to prevail, and a minimum of six votes in favor for a **use** variance to prevail. If there are fewer than nine voting Board members, the petitioner may request the Board postpone decision on the case to a subsequent meeting date prior to a vote.