



CITY OF COOPERSVILLE
289 DANFORTH STREET
COOPERSVILLE, MI 49404
616-997-9731 PHONE ♦ 616-997-6679 FAX

APPLICATION FOR ZONING BOARD OF APPEALS / VARIANCE

SECTION 1244 OF THE CITY OF COOPERSVILLE CODIFIED ORDINANCE

(This form has been modified for use in requesting a change to a Class 2 Nonconforming Use under Section 1290.02(b))

\$400.00 *

***Plus professional costs**

Applicant's Name: _____

Address: _____ City: _____ State: _____ Zip: _____ Phone: _____

Property address: _____

Permanent parcel number: _____

Current Zoning: _____ Current Use: _____

Proposed use: _____

Requesting: ___ Appeal ___ Variance ___ Authorization under Section 1290.02(b)

State the nature of the request: _____

Describe how the request meets the requirements in Section 1290.02(b) (attach a separate page if necessary):

All plans presented to the ZBA require ten (10) copies of a complete site plan containing all of the information required by Section 1284.05 of the City of Coopersville Zoning Ordinance along with this application form. The material must be submitted to the Zoning Administrator no less than thirty (30) days prior to the date that the ZBA reviews the application and site plan.

The applicant should retain the attached instructions. It is the applicant's responsibility to meet the requirements of the City of Coopersville Zoning Ordinance in all respects. Copies of the Ordinance may be obtained from Coopersville City Hall or www.cityofcoopersville.com.

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 City ZBA to enter the subject property for the purpose of gathering information related to this request.

Owner's signature: _____ Date: _____

FOR OFFICE USE ONLY			
Date application was filed: _____	Fee \$400.00: _____	Date paid: _____	
Date of the ZBA Meeting: _____	Date of Public Hearing: _____	Date Advertised: _____	
Property notices sent: _____	Appeal/Variance:	Approved ____	Denied ____
Conditions of approval (if any): _____			
Zoning Administrator signature: _____		Date: _____	

SECTION 1244.07 SUBMITTAL REQUIREMENTS FOR ADMINISTRATIVE APPEALS AND VARIANCE REQUESTS

- (a) All petitions for administrative appeals and variance request shall be in writing, signed and filed in triplicate with the City Clerk.
- (b) All petitions for administrative appeals and variance requests shall contain the following, when applicable, as determined by the Zoning Administrator:
 - 1) The name and address of the petitioner, who shall have a legal or equitable interest in the land subject to the petition;
 - 2) The name, address and interest of every other person having a legal or equitable interest in the land subject to the petition;
 - 3) The street address and legal description of the property subject to the variance request;
 - 4) An adequate description of the administrative appeal or variance request;
 - 5) The present and proposed use of the property; and
 - 6) A preliminary site plan in accordance with Chapter 1284 of this Zoning Code, if otherwise required by this Zoning Code or if desired by the appellant or applicant, or a scale diagram or diagrams showing the property subject to the variance request with tall public and private rights of way and easements; location, dimensions, and use of existing and proposed structures; watercourses; curb cuts; and uses, lots and parcels of land within 300 feet of the property proposed for rezoning. This diagram shall be drawn to scale of 100 feet to the inch.
- (c) Upon examination and approval of the application as to form, the City Clerk shall transmit the application to the Board of Zoning Appeals, which shall process the petition as provided in this Zoning Code.

SECTION 1290.02 EXTENSION, ENLARGEMENT, ALTERATION, ETC. OF STRUCTURES

- (a) Class 1 nonconforming uses may extend, enlarge, alter, remodel or modernize, provided that non-use dimensional characteristics that resulted in the nonconforming use are not made more nonconforming as a result of the extension or enlargement.

AS an example, a house which is nonconforming as a result of side setbacks that are less than seven feet may add an addition on to the back of the house and may build even with the existing side of the house, but may not extend any more into the side yard than is existing. The rear yard setback may not be violated unless the existing structure had a nonconforming rear yard setback also.

- (b) Class 2 nonconforming uses may only be extended, enlarged, altered, remodeled or modernized, provided that all height, setback and/or parking and loading provisions are complied with, with respect to any such enlargement, alteration or remodeling, and only after receiving approval of the Board of Zoning Appeals, which approval shall be granted only upon a finding of all of the following facts:
 - 1) That the enlargement or extension will not substantially extend the probable duration of the Class 2 nonconforming use and that all enlargements since the use became nonconforming do not exceed fifty percent of the area of the original structure;
 - 2) That the enlargement or extension will not become a precedent for other Class 2 variations in the area; and
 - 3) That the enlargement or extension will not interfere with the use of other properties in the vicinity for uses for which they have been zoned, nor with their use in compliance with all of the provisions of this Zoning Code.