

Luce County Planning and Development
407 West Harrie Street
Newberry, MI 49868
PH: (906) 293-8659 FX: (906) 293-5501

**APPLICATION FOR
 ZONING VARIANCE**

IMPORTANT - Applicant to complete all items and submit requested documentation			
Location/Information for Zoning Variance			
Address _____		City _____	State _____ Zip _____
Directions to Site _____			
Tax/Parcel Number _____			
Site Plan and Other Information Requirements			
On the back of this Application or on a separate sheet provide a blue print or a pen and ink drawing to scale that includes all of the following:			
<ol style="list-style-type: none"> 1. Property shape, dimensions, area and intended use. 2. Kind, dimensions, height, and location (including distance from lot lines) of the building(s) to be erected, moved or expanded on the property. 3. Zoning District _____ 4. A sealed survey is required to be submitted for review. 5. Property must be flagged or staked according to site plan for site visit review. 			
Reason for Variance			
Please note the circumstances of the variance request.			
Variance Request Procedures			
Submit the variance request to the Planning Director for Luce County.			
All contiguous property owners must be established and notified in writing of the variance request.			
Notice of Public Meeting must be printed by local news establishment.			
Variance requests will be presented to the Zoning Board of Appeals for consideration.			
The Zoning Board of Appeals meetings occur monthly, as needed, on the last Wednesday of each month.			
NOTE: Before any construction starts or any issuance of a building permit is granted an approved Zoning Variance Request must be on file.			
IDENTIFICATION - To be completed by all applicants.			
	Name	Mailing Address - Number, street, city, and State	Zip Code
Owner or Lessee			Telephone Number
Applicant-for Owner			
The undersigned applicant hereby swears that the information contained in this application together with any attached exhibits or supplemental information is correct and true and that I will comply with all other State and Federal Law.			
Signature of Applicant		Address	Application Date