



CITY OF Sterling Heights PLANNING

APPLICATION FOR ZONING BOARD OF APPEALS CITY OF STERLING HEIGHTS

This application and required plans, documents and other supportive information shall be submitted digitally to shplanning@sterling-heights.net as required by the [City's Zoning Ordinance](#)

PLEASE ENTER ALL OF THE FOLLOWING INFORMATION

Please select variance request:

Dimensional Variance Use Variance Administrative Appeal Interpretation

Project / Property Attributes:

Proposed development name: _____

Parcel address: _____

Parcel Number(s): _____

Legal Description: Attached On Site Plan

The property is presently zoned: _____

If you have a question as to the current zoning of a property, click the link here [Zoning District Map](#)

Variance Request:

If necessary please attach a separate sheet with variance request narrative.

Applicant requesting variance approval:

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Applicant's basis of representation: _____

Property Owner Information:

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____





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Documents Submitted:

The following documents/plans must be submitted for all development projects within the City unless otherwise indicated by the City Planner.

Site Plan (Nonresidential) Plot Plan (Residential)

Building Elevations (if applicable)

Landscape Plan (if applicable)

PDF of All Submitted Materials

Fees : [Fee Schedule](#)

Verification of Ownership or Interest in Property

Legal Identification (Driver's License, State ID or Passport)

Signature of Land Owner Print Name

Signature of Applicant(s) Print Name





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CONDITIONS OF APPROVAL

By signing below the property owner and applicant agree to the following conditions of approval (if granted) in addition to any other additional conditions placed on the approval by the City of Sterling Heights Zoning Board of Appeals.

- 1) That the decision of the Board will remain valid and in force as long as the facts and information presented to the Board in Public Hearing are found to be correct, and that the conditions upon which the motion is based are forever maintained as presented to the Board. The petitioner agrees to abide by and comply with all the ordinances of the City of Sterling Heights and the regulations of every lawful agency or governing authority now or hereafter in force;
- 2) Notice of the approval of the variance shall be delivered to the City Clerk's office within 60 days after the approval date of the applicable meeting minutes for recording with the Macomb County Register of Deeds. Failure to file this notice shall serve as grounds to revoke the variance;
- 3) A Hold Harmless Agreement, in favor of the City of Sterling Heights, shall be delivered to the City Clerk's office within 60 days after the approval date of the applicable meeting minutes for recording with the Macomb County Register of Deeds. Failure to follow this agreement shall serve as grounds to revoke the variance;

Signature of Land Owner Print Name

Signature of Applicant(s) Print Name

If you have any questions contact the City of Sterling Heights Office of Planning, 40555 Utica Road, P.O. Box 8009, Sterling Heights MI 48311-8009 / shplanning@sterling-heights.net

