Planning Department
City of Royal Oak
211 Williams St. / P.O. Box 64
Royal Oak, Michigan 48068-0064
(248) 246-3280 FAX (248) 246-3005
City Website: *www.ci.royal-oak.mi.us*

Application for Fence Ordinance Appeal

Property Address, Parcel ID Number, & Legal Description	(#)	(n/s/e/w)	(name)	(suffix)
	72-			
	Parcel ID Number(s)			
	Legal Description (attach copy if necessary)			

Fence Description						

Applicant Information *(Must have legal interest in the property)*	Name:				Birth Date	- -
	Address:					
	City:		State:		Zip:	-
	Phone:		or			
	Fax:		E-Mail:			
	☐ Own the property					
	☐ Lease the property, if so what is term of lease:		years		w/ option?	☐ Yes ☐ No
	☐ Have offer to purchase property (attach purchase agreement)					
	☐ Other property interest: (e.g., architect, attorney, contractor, etc.)					

Primary Contact *(if other than applicant)*	Name:		Phone:	
	Relationship to Applicant: *(e.g., architect, attorney, contractor, etc.)*			

Property Owner Information ☐ Same as Applicant	Name:				Birth Date	- -
	Address:					
	City:		State:		Zip:	-
	Phone:		or			
	Fax:		E-Mail:			
	Property Owner Signature *(if other than applicant):*					

Signature

X

Signature of Applicant

STATE OF MICHIGAN,
COUNTY OF OAKLAND ss:

On this _____day of _____, A.D., 20___,

Before me personally appeared the above named person, who being dully sworn, says that he/she has read the foregoing application for Plan Commission and/or Zoning Board of Appeals, by him/her signed and knows the contents thereof, and that the same is true of his/her own knowledge, except as to the matters therein stated to be upon information and belief, and as to those matters, he/she believes it to be true.

Notary Public of Oakland County, Michigan

My Commission Expires: _____

Fees (see notes below)	
☐ Fence Ordinance Appeal	**$ 300**
☐ Notary Public	**$ 10**
☐ Other:	**$**
TOTAL	***$***

Notes on Fees & Application Requirements:

Fees are doubled if work is commenced prior to filing an application for review and obtaining necessary approvals.

Items postponed by the ZBA or the applicant are subject to a new application fee or as determined by the Director of Planning.

Notification to adjacent property owners and/or occupants will be provided by the city pursuant to state law and local ordinance.

The application fee should be paid at the Treasurer's Office, Room # 109 of the City Hall building.

In order to be considered at an upcoming meeting, this application and all required documents must be submitted to the Planning Department by the established "cut-off" date for the next regular meeting date of the ZBA.

The applicant or a representative must be present at meeting(s).

Criteria for Variances to Fence Ordinance

An applicant must present evidence to show that, if the Fence Ordinance is applied strictly, practical difficulties to the applicant will result that justifies granting the requested appeal.

At the time of submittal, an appeal must be accompanied by a survey or site plan illustrating:

a) the location, height, cross section, and type of all existing and proposed fences.

b) the location, size, dimensions and number of all existing and proposed structures and other site alterations.

c) existing and proposed driveways and sidewalks.

d) the dimensions of all lots and property lines.

e) the location and dimensions of all rights-of-way, public thoroughfares and easements.

f) preparation date, name with signature, scale and north arrow.

g) photographs of existing conditions, if applicable.

Treasurer's Office (Official Use Only)

This application is valid when signed by the cashier at the Treasurer's Office, confirming payment of fee.

Application Account Number: **101.000.62901**

Receipt Number:

Taxes & Water Bills:

☐ Paid

☐ Not Paid in Full Amount Owned: **$**

Cashier's Signature: