

City of Romulus – Board of Zoning Appeals

SIGN VARIANCE APPLICATION

Planning Department 11111 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530 Fax (734) 941-5842 www.romulusgov.com

Sign Variance Fee: **\$400.00 for initial variance**

(if multiple variances for same sign or location are requested, each additional variance will be charged half the fee)

Applicant/ Project Representative:

Name: _____
 Street: _____
 City: _____ State: _____ Zip: _____
 Phone: (____) _____
 E-mail/Fax: (____) _____

Project Information: *This Section to be completed by City*

Case Number: _____
 Project Name: _____
 Date Submitted: _____
 Copy Fee: _____ Copies x 11 sets x .05/.25 = \$ _____
 Total Fee: _____

Site Information:

Property Address: _____
 Parcel ID#'s: _____
 Total Gross Acres: _____
 Existing Use of Property: _____
 Property Zoning: _____

Property Owner (if not the applicant):

Name: _____
 Street: _____
 City: _____ State: _____ Zip: _____
 Phone: (____) _____
 E-Mail/Fax: (____) _____

Variance Request:

Variance requested to
 Section: _____
 Description of Requested Variance: _____

Proposed Sign:

Type of Sign Proposed: _____
 Dimensions of Proposed Sign: _____
 Height of Proposed Sign: _____
 Street Setback of Proposed Sign: _____
 Number of Total Signs Proposed: _____

Required Application Attachments Checklist:

- 1 - Copy of proof of ownership (warranty deed)
- 1 - Copy (front and back sides) of legal property owners drivers license
- 1 - 8 ½" x 11" plot, sketch or site plan; 11 copies of larger plans
- 1 – Copy of supporting documentation (photographs, drawings, etc.); 11 copies if larger than 8½" x 11"
- 1 - Copy of the denial letter from the Building Department if applicable
- Completed application, including written answers to the "justification for variance" questions (page 2)

APPLICATIONS WITHOUT THIS INFORMATION WILL NOT BE ACCEPTED

- **Plot Plan Requirements:** A plot plan/mortgage survey must be **drawn to scale** and indicate the following:
 - Property dimensions
 - Road names
 - Existing and proposed structures
 - Setback information for each structures
 - All easements
 - Natural features



Justification for Sign Variance: Please provide written explanation for how these criteria are justified on your site. **DO NOT** answer Yes or No to the statements.

1. *Permitted signage could not be easily seen by passing motorists due to the configuration of existing buildings, trees, or other obstructions.*

2. *Permitted signage could not be seen by passing motorists in sufficient time to permit safe deceleration and exit. In determining whether such circumstances exist, the Board of Zoning Appeals shall consider the width of the road, the number of moving lanes, the volume of traffic, and speed limits.*

3. *Existing signs on nearby parcels would substantially reduce the visibility or advertising impact of a conforming sign on the subject parcel.*

4. *Construction of a conforming sign would require removal or severe alteration to natural features on the parcel, such as but not limited to: removal of trees, alteration of the natural topography, filling of wetlands, or obstruction of a natural drainage course.*

5. *Construction of a conforming sign would obstruct the vision of motorists or otherwise endanger the health or safety of passers-by.*

6. *Variance from certain sign regulations would be offset by increased building setback, increased landscaping, or other such enhancements, so that the net effect is an improvement in appearance of the parcel, compared to the result that would be otherwise achieved with construction of a conforming sign.*

7. *A sign which exceeds the permitted height or area standards of this Chapter would be more appropriate in scale because of the large size or frontage of the parcel or building.*

Affidavit of Petitioner:

I, the undersigned petitioner, being duly sworn, depose and say that the statements and information submitted are true and correct to the best of his/her knowledge, information and belief, further that s/he is authorized to submit this petition. I further acknowledge that the City and its employees shall not be held liable for any claims that arise as a result of acceptance, processing, or approval of this application. I also understand that by signing this application I authorize City staff and/or its representatives to conduct visits to the subject property and allow for reasonable access to the property.

Print Applicant Name

Print Property Owners Name

Signature of Application

Date

Signature of Property Owner

Date

Notary for Applicant:

Subscribed and sworn before me, this _____ day
 of _____ 20____. A Notary Public in and for
 _____ County, Michigan.

 (Signature)
 Notary Public

My Commission expires _____, 20____.

Notary for Property Owner:

Subscribed and sworn before me, this _____ day
 of _____ 20____. A Notary Public in and for
 _____ County, Michigan.

 (Signature)
 Notary Public

My Commission expires _____, 20____.

