Claybanks Township
Schedule of Fees

The following fees have been adopted by the Claybanks Township Board:

SPECIAL LAND USE APPLICATION (PERMIT)

and/or

VARIANCE REQUEST OR APPEALS APPLICATION

Fee: $300.00 Plus Zoning Permit Fee

The fee will be appropriated to cover the cost of the Zoning Board and/or the Zoning Board of Appeals members for the initial (first) meeting. The Township will pay the Zoning Board and/or the Zoning Board of Appeals members their fee for the initial (first) meeting only.

Applicant will be responsible for the payment of all other costs incurred. Such costs could include, **but are not limited to**, the following: Advertising, attorney fees, office supplies, telephone calls, postage, mileage, engineering or site review fees, etc.

If applicable, the fee of the Zoning Permit, either residential or commercial, will be included in the initial application cost of the Special Land Use Application and/or Variance Request Application.

Should the Special Use Application and/or the Variance Request Application be denied, only the Zoning Permit fee, if paid, will be returned to the applicant.

ZONING PERMIT

Fee: $45.00 Residential $75.00 Commercial

If applying for a Special Land Use Permit and/or Request for Variance, the appropriate fee for a Zoning Permit must be paid at that time.

LAND DIVISION/SPLITS

Fee: $100.00

(Rev. 06-01-05)

CLAYBANKS TOWNSHIP

APPLICATION TO THE ZONING BOARD OF APPEALS FOR APPEAL OR ZONING VARIANCE

(See Claybanks Township Zoning Ordinance Sections 303 through 306 for appeals; see Section 307 for Variances)

TO: Zoning Board of Appeals – Applicant(s) appeal from the action of the Building Inspector and/or Zoning Administrator (pursuant to Sections 303 through 306 of the Township Zoning Ordinance), and/or make an application for a Zoning Variance pursuant to Section 307 of the Zoning Ordinance.

1) APPLICANT INFORMATION

Name: _____
(Last) (First) (M.I.)

Address: _____
(Street) (City) (State/Zip)

Telephone: (____)_____ (____)_____
(Home) (Business)

2) PROPERTY INFORMATION

Address:

_____

_____

Legal Description of Property:
(Attach a copy of the owner's deed or land contract memorandum)

_____

_____

_____

_____

Zoning District: _____

Size of Property: _____

3) Name(s) and Address(es) of all Owners of the Property:

_____

_____

_____

4) Action Requested/Statement of What the Applicant Is Applying For:
(Attach a separate sheet if necessary.)

_____

_____

_____

(Rev. 06-01-05)

5) Give a Detailed Statement of Facts in Support of the Appeal or Variance Requested:_____

_____

_____

6) If this is a request for a Zoning Variance, list the special conditions and circumstances which exist with respect to the property. The statement should address each of the Zoning Ordinance Sections 307 (A) through (G) (attached), and indicate how these provisions are satisfied. (Attach additional comments if necessary.) _____

_____

_____

_____

7) Estimated commencement and completion date of construction (if applicable):

Note: Construction and/or commencement of the project is to begin within one (1) year from the date the Zoning Variance was granted. Completion of construction and/or project is to be within two (2) years from the date the Zoning Variance was granted.

If the project is not completed within the two year time period allowed, the applicant must apply for, pay all costs involved, and be approved for an extension.

_____

(Commencement Date) (Completion Date)

8) Payment: Application must include a fee of:

Variance Application Fee $_____

Zoning Permit Fee: $_____ Type: Residential Commercial Ag

Pursuant to Section 206 of the Township Zoning Ordinance, the application fee is a minimum fee and, in addition, the Township may charge its actual costs and expenses incurred in the review of this application, including but not limited to publication fees; professional engineering or site plan review fees; attorney fees; etc. Further, no part of the Variance Application Fee shall be refundable, even if the application is denied. If the application is denied, the amount paid for the Zoning Permit will be refunded.

9) Applicant(s) – I hereby certify that the information contained in this application and the attached development/site plan are correct. I am aware that all information must be included and all fees paid before a meeting date can be scheduled. I grant permission for members of the Claybanks Township Board, Claybanks Zoning Board, Claybanks Zoning Board of Appeals, or any other representative of the Township to enter the above described property (or as described in the attached) for the purposes of gathering information related to this application.

_____ _____

(Applicant Signature) (Date)

_____ _____

(Applicant Signature) (Date)