



Planning Division

203 S. Troy St., Royal Oak, MI 48067

248.246.3280 | [www.romi.gov](http://www.romi.gov)

CASE NUMBER

(For Staff Use Only)

F -

## Application for Fence Ordinance Appeal

<b>Property Address &amp; Parcel I.D. Number</b>								
		Property or Street Address						
		Parcel I.D. Number(s)						
<b>Fence Description</b>								
<b>Applicant</b> <i>(Must have legal interest in the property)</i>		Name: _____						
		Address: _____						
		City: _____			State: _____	Zip: _____	_____	
		Phone: _____			E-mail: _____			
		<input type="checkbox"/> Own the property						
		<input type="checkbox"/> Lease the property		If so, what is term of lease?		Years: _____	_____	w/ option? <input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Have offer to purchase property (attach purchase agreement)						
		<input type="checkbox"/> Other property interest: (e.g., architect, attorney, contractor, etc.)						
		<b>Primary Contact</b> <input type="checkbox"/> Same as Applicant		Name: _____				
Address: _____								
City: _____				State: _____	Zip: _____	_____		
Phone: _____				E-mail: _____				
Relationship to Applicant: <i>(e.g., architect, attorney, contractor, etc.)</i>								
<b>Property Owner Information</b> <input type="checkbox"/> Same as Applicant		Name: _____						
		Address: _____						
		City: _____			State: _____	Zip: _____	_____	
		Phone: _____			E-mail: _____			
		Property Owner Signature <i>(if other than applicant)</i>						

<b>Signature</b>		<b>Fees</b>	
		Fence Ordinance Appeal	\$ 300
<p><b>Notes on Fees &amp; Application Requirements:</b></p> <p>The non-refundable application fee should be paid to "City of Royal Oak" at the Treasurer's Office on the first floor of City Hall or by mail to 203 S. Troy St., P.O. Box 64, Royal Oak, MI 48067.</p> <p>Items postponed by the ZBA or the applicant are subject to a new application fee or as determined by the Director of Planning.</p> <p>Notification to adjacent property owners and/or occupants will be provided by the city pursuant to state law and local ordinance.</p> <p>In order to be considered at an upcoming meeting, this application and all required documents must be submitted to the Planning Division by the established "cut-off" date for the next regular meeting date of the ZBA.</p> <p>The applicant or a representative must be present at all meetings.</p>			
X _____ <b>Signature of Applicant</b>			
<p>STATE OF MICHIGAN, COUNTY OF OAKLAND ss:</p> <p>On this _____ day of _____, A.D., 20_____, before me personally appeared the above named person, who being duly sworn, says that he/she has read the foregoing application, 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.</p>			
X _____ <b>Notary Public of Oakland County, Michigan</b>			
<b>My Commission Expires:</b> _____			
<p><b>Criteria for Variances to Fence Ordinance:</b></p> <p>The Zoning Board of Appeals may grant a waiver from requirements of the Fence Ordinance, only upon a showing of practical difficulties in the way of carrying out the strict letter of the chapter, so that the spirit of the chapter shall be observed, public health, safety, and welfare secured, and substantial justice done.</p> <p>At the time of submittal, an appeal must be accompanied by a survey or site plan illustrating the following items:</p> <ul style="list-style-type: none"> <li>a) Location, height, cross section, and type of all existing and proposed fences.</li> <li>b) Location, size, dimensions and number of all existing and proposed structures and other site alterations.</li> <li>c) Existing and proposed driveways and sidewalks.</li> <li>d) Dimensions of all lots and property lines.</li> <li>e) Location and dimensions of all rights-of-way, public thoroughfares, and easements.</li> <li>f) Preparation date, name with signature, scale and north arrow.</li> <li>g) Photographs of existing conditions, if applicable.</li> </ul>			
<b>Treasurer's Office (Staff Use Only):</b> <p>This application is valid when signed by the cashier at the Treasurer's Office confirming payment of fee.</p>		<b>Taxes &amp; Water Bills:</b> <input type="checkbox"/> Paid <input type="checkbox"/> Not Paid in Full      Amount Owed: \$ _____	
<b>Application Account Number:</b> <b>101.000.62901</b> <b>Receipt Number:</b> _____		<b>Cashier's Signature:</b> _____	