



## Variance

§122-94

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please call the Building Department.

All permit applications are available from the Building Department and at [cityofypsilanti.com/permits](http://cityofypsilanti.com/permits).

Completed applications may be dropped off at the Building Department.

### City Hall

One South Huron  
Ypsilanti, MI 48197

#### Building

3<sup>rd</sup> Floor, City Hall  
Phone: (734) 482-1025  
[cityofypsilanti.com/building](http://cityofypsilanti.com/building)

#### Planning

4<sup>th</sup> Floor, City Hall  
Phone: (734) 483-9646  
[cityofypsilanti.com/planning](http://cityofypsilanti.com/planning)

#### Historic District

4<sup>th</sup> Floor, City Hall  
Phone: (734) 483-9646  
[cityofypsilanti.com/hdc](http://cityofypsilanti.com/hdc)

All permits, fees, and factsheets can be found at [cityofypsilanti.com/permits](http://cityofypsilanti.com/permits).

A **variance** authorizes building a structure (such as a building, fence, or sign structure) or other site improvement in a location or of a size not permitted under the ordinance. It is intended to resolve practical difficulties or unnecessary physical hardships that may result from the size, shape, or dimensions of a site; or from topographic or other physical conditions on the site or in the immediate vicinity of the site.

Variations may be granted by the Zoning Board of appeals only if all of the following standards are met:

- (1) Literal enforcement of this chapter will pose practical difficulties to the applicant because of special conditions or circumstances which are unique to the specific property such as: exceptional shallowness or shape of the property, exceptional topographic conditions, extraordinary situation of a building or structure, use or development of an adjacent property, or difficulties relating to construction or structural changes on the site. Mere inconvenience or a desire to attain higher financial return shall not itself be deemed sufficient to warrant a variance.
- (2) Such variance is necessary for the preservation and enjoyment of a substantial property right enjoyed by other property owners in the same district under the terms of this chapter. Granting of the variance shall not confer upon the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district.
- (3) The alleged practical difficulties on which the variance request is based have not been created by any person presently having an interest in the property.
- (4) The granting of the variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.
- (5) The allowance of the variance will result in substantial justice being done, considering the public benefits intended to be secured by this chapter, the individual hardships that will be suffered by a failure of the zoning board of appeals to grant the variance, and the rights of others whose property would be affected by the allowance of the variance.
- (6) A variance granted shall be the minimum variance that will make possible a reasonable use of the land, buildings, or structure.

A variance runs with the land and stays with the property, even if transferred to a new owner. However, a variance shall become null and void if no building permit or no construction is started within one year of the approval date of the variance.





**City of Ypsilanti  
Planning & Development Department**

One South Huron • Ypsilanti, MI 48197  
Phone: (734) 483-9646 • Fax: (734) 483-7260  
www.cityofypsilanti.com

**Non-refundable  
Planning Fee:**  
*Single-family application*  
fee: \$200  
*All others:* \$450

**VARIANCE APPLICATION**

**Applicant\***

Name		
Address		
City	State	Zip
Phone / Fax		E-Mail

\*If applicant is not owner of property, a written, notarized statement from the owner authorizing this application must be included.

**Property**

Name of project	
Address	
List all parcel identification numbers included in development:	
Legal description of property (may be attached):	
Current Zoning:	Current Use:
Attach an accurate, scaled drawing, of the property showing: <ul style="list-style-type: none"><li>• all property lines and dimensions correlated with the legal description</li><li>• the location and dimensions of all existing and proposed structures and uses on property</li><li>• any roads, alleys, easements, drains, or waterways which cross or abut the property and the lot area and setback</li><li>• dimensions necessary to show compliance with the regulations of this Ordinance</li></ul>	

**Request for Variance**

Description of proposed project

Section of Ordinance (chapter, article, section, subsection format, please)
How the proposed project is contrary to ordinance:
Practical difficulties which prevent compliance:
Unique circumstances regarding the property (i.e. shape, topography, etc) which prevent compliance:

**Signature**

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to be on the subject property for the purposes of preparing staff reports and/or evaluating this application.

Signature:	Date:
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Print Name:
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