



TOWNSHIP OF RAY

County of Macomb

64255 Wolcott Road, Ray Township, MI 48096

Phone: (586) 749-5171

Fax: (586) 749-6190 Website: www.raytpw.org

ZONING BOARD OF APPEALS APPLICATION

I. REQUEST

Please provide a detailed description of the variance(s) being sought. (Attach additional sheets if necessary.)

II. ORDINANCE AND SECTION NUMBER

What Ray Township Ordinance and Section Number are you seeking a variance from?

Ordinance _____ Section _____

III. ADDITIONAL INFORMATION (Please provide answers to the following questions.)

Is the need for the requested variance due to unique circumstances or physical conditions of the property involved, such as narrowness, shallowness, shape, water or topography that is not due to the applicant's personal or economic difficulty, and not self-created?

Will strict compliance of the zoning regulations unreasonably prevent the property from being used for a permitted purpose?

Is the requested variance the minimum necessary to do substantial justice to the applicant?

Will the variance, if granted, cause an any adverse impacts on surrounding properties?

IV. SUBMISSION REQUIREMENTS

- ☐ One (1) copy of the Application Information Sheet
- ☐ One (1) copy of the Zoning Board of Appeals Application
- ☐ One (1) copy of the Affidavit of Ownership
- ☐ Ten (10) copies of any drawings, sketches, etc. that help to explain your request to the Zoning Board of Appeals.
- ☐ A digital PDF copy of each of the required applications/documents/plans listed above.
- ☐ Application Fee



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APPLICATION INFORMATION SHEET

This Application Information Sheet is applicable to all development reviews. Additional applications are required for Site Plan Review, Special Land Use, Rezoning, Planned Unit Developments, and Zoning Board of Appeals Variances.

I. TYPE OF REVIEW

- ☐ Site Plan ☐ Special Land Use ☐ Rezoning ☐ ZBA Variance ☐ Planned Unit Development
☐ Subdivision Control Ordinance: Variance Request

II. APPLICANT

Applicant's Name _____
Address _____
City/Township _____ State _____ Zip _____
Phone _____ Email _____

III. APPLICANT'S REPRESENTATIVE (IF DIFFERENT FROM APPLICANT)

Name _____
Address _____
City/Township _____ State _____ Zip _____
Phone _____ Email _____

IV. PROPERTY INFORMATION

Property Address _____
General Location _____
Legal Description ☐ Attached ☐ On plans
Property ID Number _____
Property Size (acres) _____ Frontage (feet) _____
Existing Zoning _____

V. SIGNATURES (This application form must be signed by both the applicant and the legal owner of the property.) The undersigned deposes that the foregoing statements and answers and accompanied information are true and correct.

Signature of Applicant

Signature of Property Owner

Printed/Typed Name of Applicant

Printed/Typed Name of Property Owner

Office Use:

Application No. _____ Review Fee _____ Date Received _____



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AFFIDAVIT OF OWNERSHIP OF LAND

State of Michigan,

County of _____

I/We (Name) _____
of (Address) _____
the _____ of _____

being duly sworn, depose(s) and say(s) as follows:

I. The owner(s) of the property described on the attached

☐ Warranty Deed ☐ Land Contract ☐ Other Document (specify)

Is/are as follows:

Name(s) and address:

This property is subject of a _____
submitted to the Township of Ray, Michigan

II. I/We authorize

Name _____

Address _____

City/Township _____ State _____ Zip _____

Phone _____ Email _____

To be my/our designated representative(s) in the process of the application and to make representation and commitments on my/our behalf in connection with obtaining approval of my/our request.

Signature of Property Owner(s)

Printed/Typed Name of Property Owner(s)

Subscribed and sworn to me on
the _____ day of _____, 20____
_____, Notary Public
_____, County, Michigan
My commission expires: _____

SCHEDULE OF LAND USE FEES FOR RAY TOWNSHIP

LAND USE DESCRIPTION	ADMINISTRATIVE	PLANNER	ENGINEER **	LEGAL	TOTAL-engineering fees not included see chart below
Special Land Use Site Plan	\$1,085.00 \$910.00	\$450.00 + \$45/acre \$450.00 + \$45/acre	*Based on Acreage *Based on Acreage	Billed as needed Billed as needed	\$1,535.00 + per acre fee \$1,360.00 + per acre fee
Private Road	\$1,195.00	\$225.00 + \$7.50/acre	*Based on Acreage	\$160.00	\$1,580.00 + per acre fee
Rezoning Conditional Rezoning	\$1,275.00 \$2,185.00	\$450.00 + \$45/acre \$450 + \$45/acre	--- *Based on Acreage	Billed as needed Billed as needed	\$1,725.00 + per acre fee \$2,635.00 + per acre fee
Signs	\$500.00	\$30.00	---	---	\$530.00
Site Plan <u>Multiple Family</u>	\$910.00	\$450.00 + \$3/unit	*Based on Acreage	Billed as needed	\$1,360.00 + per unit
<u>Open Space or P.U.D.</u> (Preliminary Plan) (Final Plan)	\$910.00 \$910.00	\$450.00 + \$9/unit \$450.00 + \$7.50/unit	*Based on Acreage *Based on Acreage	Billed as needed Billed as needed	\$1,360.00 + per unit/acre fee \$1,360.00 + per unit/acre fee
<u>Commercial/Industrial</u> (Individual or Large Scale)	\$910.00	\$450.00 + \$75/acre	* Based on Acreage	Billed as needed	\$1,360.00 + per acre fee
<u>Mobile Home</u> <u>Semi-Public</u>	\$910.00 \$910.00	\$450.00 + \$3/unit \$300.00 + \$30/acre	* Based on Acreage * Based on Acreage	Billed as needed Billed as needed	\$1,360.00 + per unit/acre fee \$1,310.00 + per acre fee
Cell Tower – Co-Location	\$600.00	\$150.00	*Based on Acreage	Billed as needed	\$750.00
Cell Tower – New	\$530.00	\$320.00	*Based on Acreage	Billed as needed	\$750.00
<u>Subdivision Plats/Including</u> Site Condominiums Tentative Preliminary Plat Re-review fee – 3 rd & subsequent	\$910.00	\$450.00 + \$9/lot	*\$550.00 + \$15/lot Hourly as incurred	Billed as needed	\$1,910.00 + per lot fee
Final Preliminary Plat	\$910.00	\$450.00 + \$4.50/lot	*\$450.00 + \$15/lot	\$160.00	\$1,970.00 + per lot fee

ALL REVIEW FEES ARE NON-REFUNDABLE

Please call or email any questions to

Ray Township Planning and Zoning Department Mon-Thurs 8:30AM-4:30PM (\$86)-741-5171 ext 203 or email building@raytwp.org

Fees not included above:

**Engineering fees- Minimum fee of \$10,000 bond to be invoiced against during the engineering plan review, construction observation and record drawings/As-builts preparation process.

All additional reviews will be billed as incurred
Legal review will be billed when needed.

*** ZBA Fee Adopted 7/18/2017 Board Meeting

**** Engineering Acreege fees Adopted 4/19/2022 Board Meeting

***** Subdivision Control Ordinance, Variance Request fee Adopted 6/17/2023 Board Meeting

SCHEDULE OF LAND USE FEES FOR RAY TOWNSHIP

Final Plat	\$910.00	\$150.00 + \$3/lot	*\$650.00 + \$15/lot	\$160.00	\$1,870.00 + per lot fee
Zoning Board of Appeals	***\$1,000.00				\$1,000.00
Special Meeting	\$550.00	\$150.00	\$120.00 hourly as needed		\$700.00 +Engineered as needed
Request for Address Assignment	\$30 Address assigned by Assessor				
Subdivision Control Ordinance Variance Request	*****\$1,000				

*Engineering Acreage Fees

0 – 2.0 Acres	\$300.00****
2.01 – 5.0 Acres	\$350.00****
5.01 – 10.0 Acres	\$400.00****
10.01 – 20.0 Acres	\$600.00****
Over 20.0 Acres	\$700.00****

*** Engineering Acreage Fees above cover engineering preliminary comment on application submitted for planning commission review only.**
**** Additional Engineering fees – see below**

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**** Engineering Acreage fees Adopted 4/19/2022 Board Meeting

***** Subdivision Control Ordinance, Variance Request fee Adopted 6/17/2025 Board Meeting