

St. Michaels Board of Zoning Appeals
St. Michaels, Maryland

Variance

Fee \$150.00 Plus advertising/public notice costs

Total _____

Date paid _____

Number _____

Date filed _____

Date of hearing _____

Dates of public notice _____

Applicant(s) notified _____

Property posted _____

Decision _____

Applicant(s) notified _____

To the St. Michaels Board of Zoning Appeals: Variance

Subject Property:

Location: _____

Name(s) of Owner(s): _____

Mailing address(s): _____

Telephone number(s): _____

Name(s) of Applicant(s)/Appellant(s): _____

Mailing address(s): _____

Telephone number(s): _____

Is property in question the subject of any other pending application? _____

If so, give number and date _____

Signature(s) of Applicant(s)/Appellant(s)

NOTICE TO ALL APPLICANTS FOR LAND-USE APPROVALS AND PERMITS

ATTACH written response.

ATTACH SKETCH drawn to scale of the property with all dimensions of lot building thereon, distances between building and property lines, bounding street or road number, contiguous and opposite properties with names of owners, North point and scale.

IMPORTANT: Applications on which all required information is not furnished will be returned for completion before processing.

A copy of §340 -136 may be obtained at www.stmichaelsmd.gov > Town Code

By signature I acknowledge that I have received the above information and understand that I will be responsible for addressing the six tests at the Board of Appeals hearing.

_____/_____/_____
Signature Printed Name Date



**ST. MICHAELS BOARD
OF ZONING APPEALS**

**300 Mill Street
P.O. Box 206**

St. Michaels, MD 21663

Settled 1670-1680

Incorporated 1804

Telephone: 410.745.9535

Facsimile: 410.745.3463

APPLICANTS SEEKING A **VARIANCE** OF THE PROVISIONS SET FORTH IN CHAPTER 340 (ZONING) ARTICLE XII (BOARD OF ZONING APPEALS POWERS AND DUTIES) OF THE TOWN OF ST. MICHAELS CODE ARE RESPONSIBLE FOR FILING THE FOLLOWING:

1. Completed application.
2. Application Fee in the amount of \$150.00.
3. Written response demonstrating the following:
 - (a) Special conditions and/or circumstances exist which are peculiar to the land, structures or building involved that are not generally shared by other properties in the same zoning district or vicinity . Such conditions and/or circumstances may include but are not limited to the following: exceptional narrowness or shallowness or both, or irregular shape or topography of the property; unusual and limiting features of the building.
 - (b) That such special conditions and/or circumstances noted above cause the strict enforcement of the zoning provision to impact disproportionately upon the property resulting in unnecessary and undue hardship. Hardship arises where property, due to unique circumstances applicable to it, cannot reasonably be adopted to use in conformity with the restrictions.
 - (c) Such special conditions or circumstances must not be the result of any action or actions of the applicant.
 - (d) Granting of the variance must be in harmony with the general purpose and intent of Chapter 340 and must not be injurious to adjacent property, the character of the neighborhood or the public welfare.
 - (e) The variance granted must be the minimum necessary to afford relief.
 - (f) That no nonconforming use of neighboring lands, structures, or buildings in the same zone, and no permitted use of lands, structures, or buildings in other zones shall be considered grounds for the issuance of a variance.

Upon receipt of the above noted, the Board of Zoning Appeals shall set a hearing date and the applicant shall be notified of said date.

It should be noted that in addition to the above noted, the applicant shall be responsible for:

The posting and maintaining of a sign (§340- 139) of the above noted Article) for a period of 15 days prior to the scheduled hearing; and

- The payment of postage costs associated with the written notification to the adjacent property owners of the scheduled hearing.
- The cost of advertising/public notice costs.

Sign Maintenance Agreement

Appeal # _____

I (we), the petitioner(s) of this appeal, agree that I (we) will be responsible for the continuous maintenance, during the period prior to the hearing date, of the sign which I (we) agree to pick up from the Town Office and have posted on the property (visible to the public ways) for purposes of this hearing. I (we) further agree to notify the Board of Appeals if at any time during the required posting period this sign is not properly posted. The required posting period is two (2) weeks or fourteen (14) days prior to hearing date, not including date of hearing.

Said sign is to be returned to the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street the night of the hearing or within five (5) days after the hearing.

***PLEASE NOTE: CORNER LOTS MUST POST 2 SIGNS, ONE FOR EACH ROAD FRONTAGE.

******FAILURE TO RETURN SIGN WILL RESULT IN A \$50.00 PENALTY******

Hearing Date

Filing Date

Applicant's/Agent's Signature

Posting Date

Applicant's/Agent's Signature

Check when sign is returned to the Town Office.

Adopted 11-09-22
Effective 11-09-22

SECTION 2 – APPLICATIONS TO BOARDS AND COMMISSIONS

BOARD OF APPEALS	APPLICATION FEE	CONDITIONS, ADDITIONAL EXPENSE, NOTES
Special Exception	\$150.00 per application	PLUS advertising/public notice costs.
Variance	\$150.00 per application	PLUS advertising/public notice costs.
Allegation of Error	\$300.00 per application	PLUS advertising/public notice costs. PLUS cost of stenographer and/or transcript.

PLANNING COMMISSION	APPLICATION FEE	CONDITIONS, ADDITIONAL EXPENSE, NOTES
Subdivision	Minor – CA -\$500.00 base + \$250.00/Lot Minor - \$500 base +\$200.00/Lot Major - CA - \$500.00 /base + \$500.00/lot Major -\$500.00/base + \$400.00/lot	PLUS advertising/public notice costs. PLUS all legal fees, third party costs and out-of-pocket costs incurred by the Town.
Lot Line Revision	\$200.00	PLUS advertising/public notice costs. PLUS all legal fees, third party costs and out-of-pocket costs incurred by the Town.
Additional Reviews	\$250.00/each review	
Site Plan Review – Simplified (Administrative review only per Chapter 110-2 (B) of the Code of the Town of St. Michaels)	\$150.00	PLUS advertising/public notice costs. PLUS all legal fees, third party costs and out-of-pocket costs incurred by the Town.
Site Plan Review - Major (Required review by the Planning Commission and a public meeting with notification being sent to the adjacent property owners per Chapter 110-6 of the Code of the Town of St. Michaels)	\$300.00	PLUS advertising/public notice costs. PLUS all legal fees, third party costs and out-of-pocket costs incurred by the Town.

2023
ST. MICHAELS BOARD OF ZONING APPEALS SCHEDULE
3rd Tuesday of the Month
Submittal of applications due on Monday's
Boy Scout Building
5:30

January 17, 2023 (Submit by December 27, 2022)

February 21, 2023 (Submit by January 30, 2023)

March 21, 2023 (Submit by February 27, 2023)

April 18, 2023 (Submit by March 27, 2023)

May 16, 2023 (Submit by April 24, 2023)

June 20, 2023 (Submit by May 29, 2023)

July 18 , 2023 (Submit by June 26, 2023)

August 15, 2023 (Submit by July 24, 2023)

September 19, 2023 (Submit by August 28, 2023)

October 17, 2023 (Submit by September 25, 2023)

November 21, 2023 (Submit by October 30, 2023)

December 19, 2023 (Submit by November 27, 2023)