



CITY OF BERKLEY COMMUNITY DEVELOPMENT

3338 COOLIDGE HWY, BERKLEY, MICHIGAN 48072

ZONING BOARD OF APPEALS APPLICATION

The Zoning Board of Appeals (ZBA) meets the second Monday of the month. The meetings are held in the Council Chambers at City Hall, 3338 Coolidge Highway, Berkley, Michigan 48072.

The ZBA shall hear requests for use and dimensional variances, appeals of administrative decisions, interpretation of zoning map and text, and interpretations of commercial message for proposed murals.

****Please be advised:** The ZBA may grant a variance where undue hardship or practical difficulty for the property exist. A want or desire (bigger structure, more profit, etc.) is not sufficient grounds for a variance. The ZBA does not have the power to legislate or create new regulations. The Board's purpose is to provide some relief from the Zoning Ordinance depending on the unique circumstances of the property.

APPLICANT INFORMATION

Name: Jeffrey and Sarah Peterson Phone: [REDACTED]

Address: 1812 Catalpa Dr

Email: [REDACTED]

Relationship to Property (current tenant, representative, future tenant, current owner, future owner):
current owner

PROPERTY OWNER INFORMATION (if different from Applicant)

Name: _____ Phone: _____

Address: _____

Email: _____

PROPERTY DESCRIPTION

Address: 1812 Catalpa Dr

Parcel #: 25-17-181-039 Zoning Classification: R-1CD

Current Use of Property: Residence

NATURE OF REQUEST

- Check which applies:
- Variance from Zoning Ordinance (Section I)
 - Interpretation of Zoning Ordinance (Section II)
 - Administrative Review / Appeal of Decision (Section III)
 - Determination of Commercial Message of Mural / Work of Art (Section IV)

Description of Request:

Addition to existing home, in line with current framing, would not meet spacing requirements to property line. Seeking variance for 7" difference

Has the City denied a permit related to the proposed work? Yes No

Please fill out ONLY the section below that applies to your request.

I. VARIANCE FROM ZONING ORDINANCE

Please provide a written response to each question below that relates to the variance that is being requested. **DO NOT COMPLETE BOTH SECTIONS.**

A. Use Variance

The Zoning Board of Appeals may grant a use variance (i.e. use of the land not permitted in a particular district) upon finding that an undue hardship exists.

Current Use of Property: _____

Requested Use of Property: _____

1. Explain how the building or land cannot be reasonably used for any of the uses permitted by right or by special land use permit in the current zoning district.

2. Explain how the need for the variance is due to unique circumstances or physical conditions of the property.

3. Explain how the proposed use will not alter the essential character of the neighborhood.

4. Explain how the need for the variance is not the result of actions of the property owner or previous property owners.

B. Dimensional Variance (Non-Use Variance)

The Zoning Board of Appeals may grant a dimensional variance (i.e. height, setback, lot coverage, etc) upon finding that undue hardship or practical difficulty exists.

1. Explain how the need for the variance is due to unique circumstances of physical conditions of the property.

Existing home is non-conforming to setback policy for corner lot. GOal is for our addition to match the existing width of home. Based on setback policy, addition would be 7" where adjoining and 2" where finishing short of setback policy. Requesting approval to extend existing structure in line.

2. Explain how the need for the variance is not the result of actions of the property owner or previous property owners.

Home was built in 1947 and was most recently purchased in 2024. The existing structure does not meet setback policy, so there is nothing we could have done to not be in this situation. The addition is designed to following the existing lines of structure for visual appeal and spacing.

3. Explain how strict compliance with the ordinance will unreasonably prevent the property owner from using the property for a permitted purpose or will render conformity with those regulations unnecessarily burdensome.

Strictly complying with this ordinance would require a non-square cut out of planned addition, starting with a 7" reduction tapering down to a 2" reduction. The output of this project would be undesirable from a visual and spacing perspective.

4. Explain how the requested variance is the minimum variance necessary to do substantial justice to applicant as well as other property owners.

We are requesting permission for the minimum amount of inches so we can maintain the existing structure lines without expanding more than necessary into the setback policy. We are requesting 7" where addition joins existing structure and 2" where structure ends.

5. Explain how the requested variance will not adversely impact the surrounding properties.

Addition is on existing structure that already lies within the setback area. This request is to maintain structure lines and extend back into the property.

II. INTERPRETATION OF ZONING ORDINANCE

Provide Section numbers of Zoning Ordinance to be interpreted: _____

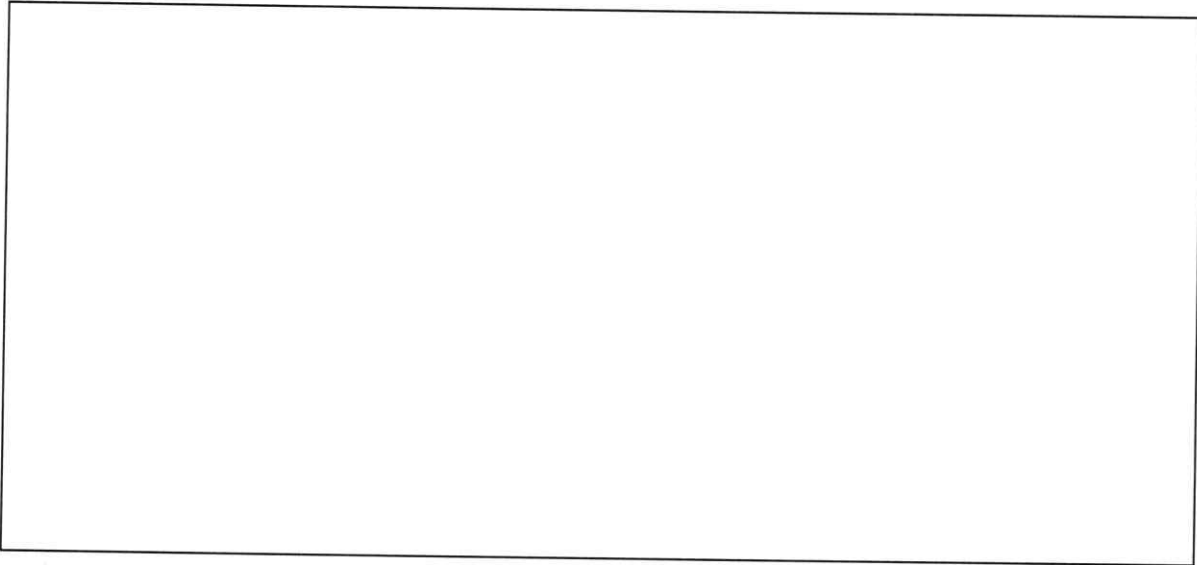
Please describe the request and what needs to be clarified or interpreted by the ZBA.

III. ADMINISTRATIVE REVIEW / APPEAL OF DECISION

Describe the circumstances of each case and provide the minutes of the public meeting noting the denial to be appealed.

IV. DETERMINATION OF COMMERCIAL MESSAGE (MURAL/WORK OF ART)

Describe the proposed mural/work of art. Applicant should include renderings of the proposed design. The ZBA shall determine if the proposed work contains a commercial message.



** Applicant and artist must provide signed *Mural Installation and Maintenance Agreement* prior to the public meeting.

SUBMIT THE FOLLOWING:

A PDF file of the application and one 11" x 17" copy of the supporting documents must be submitted at the time of application, including; a copy of survey, plot plan or site plan with this application that shows the subject property complete with boundary lines and dimensions, existing building locations, all proposed buildings, easements, utilities, and any site improvements/changes. Setbacks, height of structures, lot coverage, etc. should also be included, if applicable.

PLEASE NOTE: The applicant, or a designated representative, is **encouraged** to be present at the meeting in which the case is being reviewed or the request may be postponed due to lack of representation.

We encourage applicants to make a presentation of the proposed request to the Zoning Board of Appeals, if applicable. To assist this effort, we have available for your use a projector, laptop computer and screen. ZBA meetings are recorded and televised.

PROPERTY OWNER'S APPROVAL (Initial each line)

JP/SP I hereby authorize and give permission for the City of Berkley to install one or more temporary signs on my property, in order to notify the public of the required public hearing related to the above request(s) before the ZBA.

APPLICANT'S ENDORSEMENT: (Initial each line)

JP/SP All information contained herein is true and accurate to the best of my knowledge.

JP/SP I acknowledge that the ZBA will not review my request unless all information in the application has been submitted to the satisfaction of the Zoning Administrator.

JP/SP I acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing or review of this application.

If an application is withdrawn more than three (3) weeks prior to the meeting date, 90% of the fee will be refunded. If the application is withdrawn less than three (3) weeks prior to the meeting, no refund will be given.

Jeffrey Peterson
Applicant Name (print)


Applicant Signature

5/1/26
Date

Sarah Peterson
Applicant Name (print)

Applicant Signature

Date

Jeffrey Peterson
Property Owner Name (print)


Property Owner Signature

5/1/26
Date

Office Use Only

Received OB Receipt # _____ Meeting Date 6-8-26 Case # PBA-03-26

Fee: Residential \$400
Commercial \$600
Mural \$300

RECEIVED

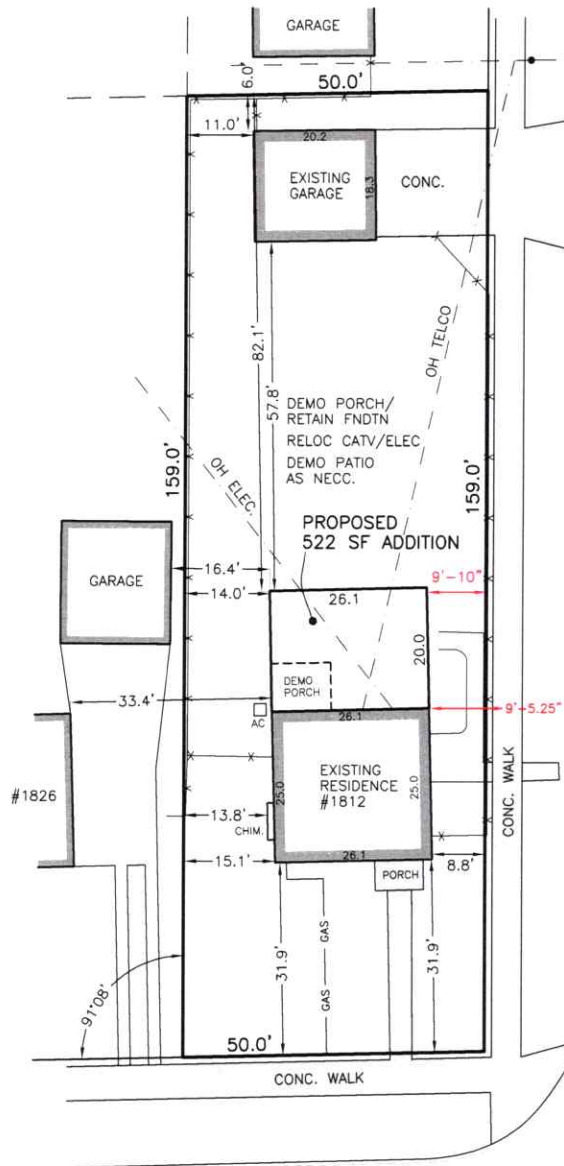
MAY 07 2026

**CITY OF
BERKLEY, MICHIGAN**



RESIDENTIAL ADDITION SITE PLAN

25-17-181-039 / 1812 CATALPA



MORTENSON BLVD.
(PLATTED SECOND AVE.)
60-FT PUBLIC R/W

CATALPA DRIVE
66-FT PUBLIC R/W

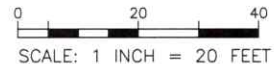
ZONING INFORMATION

PROPERTY ZONED R-1CD

MIN. LOT AREA	4,000 SF (7,945 EXIST.)
MAX. LOT COVERAGE	45% (3575 SF)
PROPOSED LOT COV.	1543 SF (19.4%)
MIN. FRONT	25 FT
MIN. REAR	20 FT
MIN./TOTAL SIDE	5 FT/20 FT
SIDE ABUT STREET	10 FT
ACCESS. STR. SIDE	5 FT
ACCESS. STR. REAR	5 FT

PROPERTY DESCRIPTION:

THE EAST 1/2 OF LOT 304, "STEPHENSON-BARBER'S OAKLAND MANORS SUB'N", OF PART SECTION 17, T1N, R11E, ROYAL OAK TWP. (NOW CITY OF BERKLEY), OAKLAND COUNTY, MICH. RECORDED IN LIBER 12 OF PLATS, PAGE 22, OCR.



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PREPARED FOR:
BONGERO
CONSTRUCTION



David White Land Surveying, PLLC
Boundary · Topographic · Construction · ALTA
44 DENNISON STREET, OXFORD, MI 48371
734.353.0135 dwsurveying@gmail.com
Licensed Professional Surveyor

REVISIONS:

REV	DATE	DESCRIPTION

JOB NO. 260413
DATE 04/14/26
FIELD DATE 4/2026
SHEET 1 OF 1
SCALE 1" = 20'

THE CITY OF BERKLEY
Community Development Department
3338 Coolidge, Berkley, Michigan 48072
(248) 658-3320

**Notice
Meeting of the Berkley
Zoning Board of Appeals**

Notice is hereby given, that there will be a meeting of the Zoning Board of Appeals to be held at the City of Berkley in the Council Chambers, 3338 Coolidge, Berkley, Michigan on Monday, June 08, 2026 at 7:00 pm or as near thereto as the matter may be reached.

Application Number PBA-03-26

Jeffrey E. Peterson & Sarah A. Peterson, 1812 Catalpa Dr, Parcel # 04-25-17-181-039, North side of Catalpa Dr., between Henley Ave. and Mortenson Blvd., is requesting a dimensional variance on the exterior side yard setback to construct an addition.

Berkley City Code

Berkley City Code, Chapter 138 *Zoning*, Article 5 Use-Based Districts, Section 5.09.E.1, When a rear yard abuts a rear yard, the exterior side yard setback must not be less than ten feet.

Complete application information is available for review at www.berkleymi.gov/community-development/development-projects.

Comments on the granting of the above variance may be made in person on the night of the meeting or in writing. All written comments must be submitted to the Berkley Community Development Department or email to planning@berkleymi.gov before 4:00 p.m. on the date of the Public Hearing.

KIM ANDERSON
ZONING ADMINISTRATOR

Publish Once:
Oakland Press
Friday, May 22, 2026

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Community Development Department
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KIM ANDERSON
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