



COMMUNITY DEVELOPMENT DEPARTMENT

45175 Ten Mile Road
Novi, MI 48375
(248) 347-0415 Phone
(248) 735-5600 Facsimile
www.cityofnovi.org

ZONING BOARD OF APPEALS STAFF REPORT

FOR: City of Novi Zoning Board of Appeals

MEETING DATE: November 18, 2025

REGARDING: 180 Pleasant Cove Drive #50-22-10-279-022 (PZ25-0053)

BY: Alan Hall, Deputy Director Community Development

I. GENERAL INFORMATION:

Applicant

Richard Castaneda

Variance Type

Dimensional Variance

Property Characteristics

Zoning District: this property is zoned One-Family Residential (R-4)

Location: west of Old Novi Road, north of 12 ½ Mile Road

Parcel #: 50-22-10-279-022

Request

The applicant is requesting a variance from the City of Novi Zoning Ordinance Section 5.1.3 to allow a trailer to be stored within the front yard setback.

II. STAFF COMMENTS:

The applicant is seeking a dimensional variance allowing an enclosed trailer to be stored within the front yard setback.

There is an open ordinance enforcement notice regarding this trailer within the front yard setback.

III. RECOMMENDATION:

The Zoning Board of Appeals may take one of the following actions:

1. I move that we **grant** the variance in Case No. **PZ25-0053**, sought by _____, for _____ because Petitioner has shown practical difficulty requiring _____.

(a) Without the variance Petitioner will be unreasonably prevented or limited with respect to use of the property because _____.

(b) The property is unique because _____.

(c) Petitioner did not create the condition because _____.

(d) The relief granted will not unreasonably interfere with adjacent or surrounding properties because _____.

(e) The relief if consistent with the spirit and intent of the ordinance because _____.

(f) The variance granted is subject to:

- 1. _____.
- 2. _____.
- 3. _____.
- 4. _____.

2. I move that we **deny** the variance in Case No. **PZ25-0053** sought by _____, for _____ because Petitioner has not shown practical difficulty requiring _____.

(a) The circumstances and features of the property including _____ are not unique because they exist generally throughout the City.

(b) The circumstances and features of the property relating to the variance request are self-created because _____.

(c) The failure to grant relief will result in mere inconvenience or inability to attain higher economic or financial return based on Petitioners statements that _____.

(d) The variance would result in interference with the adjacent and surrounding properties by _____.

(e) Granting the variance would be inconsistent with the spirit and intent of the ordinance to _____.

Should you have any further questions with regards to the matter please feel free to contact me at (248) 347-0417.

Alan Hall – Deputy Director Community Development - City of Novi



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ZONING BOARD OF APPEALS APPLICATION

RECEIVED

SEP 26 2025

CITY OF NOVI
COMMUNITY DEVELOPMENT

APPLICATION MUST BE FILLED OUT COMPLETELY

I. PROPERTY INFORMATION (Address of subject ZBA Case)				Application Fee: <u>\$220.00</u>	
PROJECT NAME / SUBDIVISION Shawood				Meeting Date: <u>11/18/25</u>	
ADDRESS 180 Pleasant Cove Drive		LOT/SUITE/SPACE # 50-22-10-279-022		ZBA Case #: <u>PZ25-0053</u>	
SIDWELL # 50-22-10-279-022		May be obtain from Assessing Department (248) 347-0485			
CROSS ROADS OF PROPERTY Old Novi Rd / 12 1/2 Mile					
IS THE PROPERTY WITHIN A HOMEOWNER'S ASSOCIATION JURISDICTION? ☒ YES ☐ NO				REQUEST IS FOR: ☒ RESIDENTIAL ☐ COMMERCIAL ☐ VACANT PROPERTY ☐ SIGNAGE	
DOES YOUR APPEAL RESULT FROM A NOTICE OF VIOLATION OR CITATION ISSUED? ☐ YES ☐ NO					
II. APPLICANT INFORMATION					
A. APPLICANT		EMAIL ADDRESS		CELL PHONE NO.	
NAME Richard Castaneda		TELEPHONE NO.			
ORGANIZATION/COMPANY		FAX NO.			
ADDRESS 180 Pleasant Cove Drive		CITY Novi		STATE Mi. ZIP CODE 48377-1930	
B. PROPERTY OWNER ☒ CHECK HERE IF APPLICANT IS ALSO THE PROPERTY OWNER					
Identify the person or organization that owns the subject property:		EMAIL ADDRESS		CELL PHONE NO.	
NAME Richard Castaneda		TELEPHONE NO.			
ORGANIZATION/COMPANY		FAX NO.			
ADDRESS 80 Pleasant Cove Drive		CITY Novi		STATE Mi. ZIP CODE 48377-1930	
III. ZONING INFORMATION					
A. ZONING DISTRICT					
☐ R-A ☐ R-1 ☐ R-2 ☐ R-3 ☒ R-4 ☐ RM-1 ☐ RM-2 ☐ MH ☐ I-1 ☐ I-2 ☐ RC ☐ TC ☐ TC-1 ☐ OTHER _____					
B. VARIANCE REQUESTED					
INDICATE ORDINANCE SECTION (S) AND VARIANCE REQUESTED:					
1. Section <u>5.1.3</u> Variance requested <u>To allow the trailer to be stored in the front yard setback</u>					
2. Section _____ Variance requested _____					
3. Section _____ Variance requested _____					
4. Section _____ Variance requested _____					
IV. FEES AND DRAWINGS					
A. FEES					
☒ Single Family Residential (Existing) \$220 ☐ (With Violation) \$275 ☐ Single Family Residential (New) \$275 ☐ Multiple/Commercial/Industrial \$330 ☐ (With Violation) \$440 ☐ Signs \$330 ☐ (With Violation) \$440 ☐ House Moves \$330 ☐ Special Meetings (At discretion of Board) \$660					
B. DRAWINGS 1-COPY & 1 DIGITAL COPY SUBMITTED AS A PDF					
• Dimensioned Drawings and Plans • Site/Plot Plan • Existing or proposed buildings or addition on the property • Number & location of all on-site parking, if applicable • Existing & proposed distance to adjacent property lines • Location of existing & proposed signs, if applicable • Floor plans & elevations • Any other information relevant to the Variance application					



ZONING BOARD OF APPEALS APPLICATION

V. VARIANCE

A. VARIANCE (S) REQUESTED

☐ DIMENSIONAL ☒ USE ☐ SIGN

There is a five-(5) hold period before work/action can be taken on variance approvals.

B. SIGN CASES (ONLY)

Your signature on this application indicates that you agree to install a **Mock-Up Sign** ten-(10) days before the schedule ZBA meeting. Failure to install a mock-up sign may result in your case not being heard by the Board, postponed to the next schedule ZBA meeting, or cancelled. A mock-up sign is **NOT** to be actual sign. Upon approval, the mock-up sign must be removed within five-(5) days of the meeting. If the case is denied, the applicant is responsible for all costs involved in the removal of the mock-up or actual sign (if erected under violation) within five-(5) days of the meeting.

C. ORDINANCE

City of Novi Ordinance, Section 3107 – Miscellaneous

No order of the Board permitting the erection of a building shall be valid for a period longer than one-(1) year, unless a building permit for such erection or alteration is obtained within such period and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

No order of the Board permitting a use of a building or premises shall be valid for a period longer than one-hundred and eighty-(180) days unless such use is established within such period; provided, however, where such use permitted is dependent upon the erection or alteration of a building such order shall continue in force and effect if a building permit for such erection or alteration is obtained within one-(1) year and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

D. APPEAL THE DETERMINATION OF THE BUILDING OFFICIAL

PLEASE TAKE NOTICE:

The undersigned hereby appeals the determination of the Building Official / Inspector or Ordinance made

☐ CONSTRUCT NEW HOME/BUILDING ☐ ADDITION TO EXISTING HOME/BUILDING ☐ SIGNAGE
☐ ACCESSORY BUILDING ☐ USE ☐ OTHER _____

VI. APPLICANT & PROPERTY SIGNATURES

A. APPLICANT

Richard Castaneda

Applicant Signature

09-25-25

Date

B. PROPERTY OWNER

If the applicant is not the owner, the property owner must read and sign below:

The undersigned affirms and acknowledges that he, she or they are the owner(s) of the property described in this application, and is/are aware of the contents of this application and related enclosures.

Richard Castaneda

Property Owner Signature

09-25-25

Date

VII. FOR OFFICIAL USE ONLY

DECISION ON APPEAL:

☐ GRANTED

☐ DENIED

The Building Inspector is hereby directed to issue a permit to the Applicant upon the following and conditions:

Chairperson, Zoning Board of Appeals

Date



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REVIEW STANDARDS DIMENSIONAL VARIANCE

The Zoning Board of Appeals (ZBA) will review the application package and determine if the proposed Dimensional Variance meets the required standards for approval. In the space below, and on additional paper if necessary, explain how the proposed project meets each of the following standards. (Increased costs associated with complying with the Zoning Ordinance will not be considered a basis for granting a Dimensional Variance.)

Standard #1. Circumstances or Physical Conditions.

Explain the circumstances or physical conditions that apply to the property that do not apply generally to other properties in the same zoning district or in the general vicinity. Circumstances or physical conditions may include:

- a. Shape of Lot.** Exceptional narrowness, shallowness or shape of a specific property in existence on the effective date of the Zoning Ordinance or amendment.

☐ Not Applicable ☒ Applicable If applicable, describe below:

The property is very oddly shaped and does not easily allow for the trailer to be positioned in the back of the lot.

and/or

- b. Environmental Conditions.** Exceptional topographic or environmental conditions or other extraordinary situations on the land, building or structure.

☒ Not Applicable ☐ Applicable If applicable, describe below:

and/or

- c. Abutting Property.** The use or development of the property immediately adjacent to the subject property would prohibit the literal enforcement of the requirements of the Zoning Ordinance or would involve significant practical difficulties.

☐ Not Applicable ☒ Applicable If applicable, describe below:

The current placement of the trailer is close to the property line and poses No issue with adjacent property owner.

Standard #2. Not Self-Created.

Describe the immediate practical difficulty causing the need for the Dimensional Variance, that the need for the requested variance is not the result of actions of the property owner or previous property owners (i.e., is not self-created).

The footprint of the property is very irregular.

Standard #3. Strict Compliance.

Explain how the Dimensional Variance in strict compliance with regulations governing area, setback, frontage, height, bulk, density or other dimensional requirements will unreasonably prevent the property owner from using the property for a permitted purpose, or will render conformity with those regulations unnecessarily burdensome.

In it's current location, the trailer is close to the road and not set back 30.0 ft.

If this is a pending issue, I could set the trailer back to the thirty ft. set back but will still be close to the property line.

Standard #4. Minimum Variance Necessary.

Explain how the Dimensional Variance requested is the minimum variance necessary to do substantial justice to the applicant as well as to other property owners in the district.

If left in it's current location and or moved back to Thirty Feet from the road would have No hardship on either party.

Standard #5. Adverse Impact on Surrounding Area.

Explain how the Dimensional Variance will not cause an adverse impact on surrounding property, property values, or the use and enjoyment of property in the neighborhood or zoning district.

The East most property will have no adverse impact given it was previously approved by the neighbor and runs parallel with their driveway.



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ZONING BOARD OF APPEALS VARIANCE APPLICATION

Purpose of a Variance

The Variance process is meant to provide limited relief from the requirements of the Zoning Ordinance and to address extraordinary, exceptional, or unique conditions and or circumstances that were not created by the property owner. Variances are not granted to remove inconveniences or financial burdens.

Zoning Board of Appeals (ZBA)

The application process includes public notice in the printed media and postcard notification to neighbors located within 300 ft of your property boundaries, and a public hearing before the Zoning Board of Appeals. The Zoning Board of Appeals is a group of appointed Novi residents who evaluate Variance requests and determine whether they meet specific Review Standards spelled out in the Zoning Ordinance. Conditions of approval may be attached to a decision.

Types of Variances

Because each type of Variance has its own Review Standards, it is important to know what kind of Variance is being requested. (In some cases, you may need more than one type of Variance!) Please consult with Community Development Staff (248.347.0415) before completing an application.

Dimensional Variance. A Dimensional Variance is one that permits a structure to be placed on a lot or built in a way on site that would not otherwise be allowed. These are generally related to zoning requirements for setbacks, lot area or width, building height, and design standards. The applicant must demonstrate that there are *practical difficulties* to compliance due to conditions unique to the property.

Use Variance. A Use Variance permits a lot or structure to be used in a way that would not otherwise be allowed in a particular Zoning District. The applicant must show an *unnecessary hardship* exists due to circumstances unique to the property. In some cases, a property rezoning or a text amendment to the Zoning Ordinance is more appropriate than a Use Variance.

Sign Variance. A Sign Variance is one that permits a sign that would not otherwise be allowed. Sign Variances are usually requested for the type of sign, location, and number of signs or size. The applicant must demonstrate that there are *practical difficulties* to compliance with the Zoning Ordinance due to conditions unique to the property.













