

Date: _____

Application No: _____

Review Fee Deposit: \$ _____



CITY OF NEW BALTIMORE

36535 GREEN STREET • NEW BALTIMORE, MI 48047 • (586) 725-2151 • FAX (586) 725-6927

APPLICATION FOR REZONING

Site Address: _____ New Baltimore, MI 48047

Parcel Identification No.: _____

Complete Legal Description (Attach separately if necessary) : _____

Existing Zoning: _____ Size (in acres) : _____

Proposed Zoning: _____

Property Frontage: _____ Property Depth: _____

Proposed Use of Property: _____

Applicant Name: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Fax: _____

Legal Owner: _____ Phone: _____

Address: _____ City: _____ Zip: _____

If petitioner is not the owner, state basis for representative (i.e., Attorney, Representative, Option to Buy, etc.):

Any additional costs incurred by the City during the review of this application shall be born by the applicant.

The undersigned authorizes any member of the Planning Commission or other representative of the City, to enter upon the described premises to visually inspect the proposed site, before and after any hearings scheduled for this application. The undersigned deposes that the foregoing statements and answers and accompanied information are true and correct.

Signature of Applicant

Signature of Legal Owner

Please print/type name below signature

Please print/type name below signature

Application Process for REZONING

1. The applicant returns 20 copies of the completed application.
2. Fee established by the City Council is currently \$800.00 + \$50.00/acre. Any additional costs incurred by the City of New Baltimore during the review of this application shall be the responsibility of the applicant.
3. Twenty copies of a feasibility sketch plan shall also be submitted along with the application. The sketch plan is provided for the purpose of ascertaining feasibility and development of the site for its intended purpose and to convey the intent and purpose of the request. Review of this sketch plan does not constitute site plan review.

Required information: Parcel size and shape.
Size and general location of building(s) which may be located on site.
Access to the site and arrangement of the parking area.
Location and use of adjacent buildings.

Copies of the application, sketch plan and any other supporting material shall be submitted to the Planning Commission, Planning Consultant, other applicable City Departments, School District, State or County agencies as appropriate.

The application will be placed on the next Planning Commission agenda, at which time the Commission will discuss the request and determine when to hold a public hearing. The Commission will hear the applicant's proposal and review the Rezoning Procedures with the applicant. The Commission may question the impact of the proposal on adjacent land uses, the neighborhood, and the City's Master Plan.

Notice Requirements

After the public hearing is scheduled by the Commission, the City shall prepare a notice to comply with the requirements of the City and Village Zoning Act. The publication shall include the legal description of the land proposed for rezoning, the existing and proposed zoning, and graphic illustration of the location of the property. **Such notice shall be published not less than fifteen (15) days prior to the date set for the public hearing.**

Copies of the notice of public hearing shall be distributed not less than 15 days, to each public utility company that has registered its name and mailing address with the City for the purpose of receiving the notice.

If an individual property or several properties are being considered for rezoning, notice by mail or by personal delivery shall be given to the owners of the property in question at least fifteen (15) days prior to the hearing.

Notice should also be sent to the owners of all parcels disclosed by the current tax roles, within three hundred (300) feet of the proposed rezoning.

One copy of the notice shall be forwarded to the petitioner, or their representative, and all owners of record of the subject property.

Planning Commission Consideration REZONING

The Planning Commission shall conduct a public hearing on the rezoning request at the date scheduled according to the format prescribed in their Rules of Procedure. The Commission may declare that the public hearing be tabled or continued to a specified date where there are additional public comments or where additional information is needed. The Commission shall not take action on a rezoning request at the same meeting as the public hearing.

Consultants and departments shall prepare their written review and submit the same to the Planning Commission prior to the scheduled meeting on that case. After the receipt of the consultant, agency and staff reports, they shall review the public hearing comments, field survey notes, and Master Plan research. At a regular Commission meeting, or a special meeting called for that purpose, they shall establish their findings of fact, draft a motion which includes the findings or reference to such, and shall have a roll call vote on such recommendation to City Council.

If the Commission determines that the Master Plan does not support the proposed rezoning and that a change in the Plan is warranted, it shall hold a public hearing on the amendment prior to submittal of its recommendation to City Council.

City Council Action

Recommendations from the City of New Baltimore Planning Commission shall be forwarded to the City Council. The Council has the sole power to approve or disapprove any amendments to the Zoning Ordinance text or map. City Council may hold an additional public hearing if it considers such necessary. All amendments shall be placed in ordinance format prior to their enactment.

If the zoning amendment is adopted by the City Council, it shall be published in the newspaper. In the case of an amendment to an existing Zoning Ordinance, either the entire text or a summary of the regulatory effect of the amendment shall be published, together with the effective date of the ordinance and the place and time where a copy of the ordinance may be purchased or inspected.

After adoption, a copy of the Ordinance shall be posted in the City Ordinance Book. Copies of the approved amendment shall be placed in the Planning Commission file and should be submitted to the Planning Commissioners and added to the Zoning Ordinance available to the public.