



(Jan. 2020)

## Zoning Amendment Request

Please Print

Zoning Amendment Request Requirements		
<p><b>Request must be received 30 days prior to the Onekama Township Planning Commission meeting to be placed on the agenda.</b> Notice of the Public Hearing shall be held before the Planning Commission. Notice shall include publication in a newspaper and posting in Township Hall. <b>Fee for Petition of Zoning Amendment is \$750.00</b> which needs to be submitted with the application. You or your representative should be present at the meeting to explain your request to the Planning Commission and to answer any questions. After the public hearing, the Planning Commission will make a recommendation to the Township Board. The Township Board will consider final action on your petition.</p>		
Applicant Information		
Name of Owner:		
Address:		
Phone #:	Cell#:	e-mail:
Name of Agent (if applicable):		
Address:		
Phone #:	Cell#:	e-mail:
Property Information		
Address:		Parcel #
Present use of Property:		
This area is <input type="checkbox"/> un-platted, <input type="checkbox"/> will be platted <input type="checkbox"/> is platted – Name of Plat:		

RE-ZONE AMENDMENTS	
<input type="checkbox"/>	<b>Re-Zone:</b> Rezone Parcel # _____ from _____ to _____ <b>Attach narrative stating the reason for the change.</b>
Has a previous application for a variance, special use permit or re-zoning on this land been made in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes when _____. Decision: <input type="checkbox"/> approved <input type="checkbox"/> denied	
✓	<b>Please answer the following questions or provide the following information:</b>
	State specifically the reason for this Amendment request at this time
	Legal Description of Property affected
	List of Deed Restrictions (cite Liber & Page)
	Names and addresses of all persons, firms or corporations having a legal or equitable interest in the land
	Will this re-zoning be in conformance with all adopted development plans of the Township?
	Will this re-zoning be in conformance with all adopted development plans of and Manistee County?
	What do you anticipate the impacts of the proposed zone change on the adjacent property to be? What steps do you propose to take to mitigate any negative impacts associated with the proposed change?
	Does the proposed re-zoning conform to the plans? If not, why should the change be made? Please be specific, brief and attach any supporting documentation which substantiates your claim. This could include an allegation that the existing zoning is in error which would be corrected by the proposed change, or that specific changes or changing conditions in the immediate area make the re-zoning necessary to promotion of public health, safety and general welfare.

<b>Site Plan Requirements</b> <i>May be waived by the Zoning Administrator</i>
Attach a site plan drawn to the scale of one (1) inch equals (10) feet, showing all existing structures on the property, all proposed structures and marking those structures that will be removed or razed. Also, the general shape, size and location of all existing structures within 100 feet of the property along with their uses shall be depicted on the site plan, along with all abutting roads, streets alleys or easements.

<b>TEXT AMENDMENTS</b>
<input type="checkbox"/> <b>Text Amendment:</b> Amend Article _____ Section _____ to [ <input type="checkbox"/> delete, <input type="checkbox"/> supplement, or <input type="checkbox"/> clarify] the Onekama Township Zoning Ordinance. <b>Attach copy of proposed ordinance language.</b> <b>Attach narrative stating the reason for the change.</b>
<input checked="" type="checkbox"/> <b>For text amendments to add additional uses to a land use district answer the following questions:</b>
Is the proposed land use already provided elsewhere in the Ordinance?
Is the proposed land use compatible with uses already permitted in the land use district?
Does the proposed land use comply with the Master Plan?
Does the proposed land use contribute to the character of development envisioned in the Master Plan?
Would the proposed land use be appropriate anywhere in the land use district?
Would it be more appropriate to address the need by special use permit?
<input checked="" type="checkbox"/> <b>For text amendments to change or add additional regulations or standards answer the following questions:</b>
Does the proposed rule, change or addition help reinforce the Master Plan?
Is the proposed rule, change, or addition in keeping with the spirit and intent of the Ordinance?

<b>Authorization</b>						
<b>CERTIFICATION AND AFFIDAVIT:</b> The undersigned affirm(s) that he/she/they is/are the <input type="checkbox"/> owner, <input type="checkbox"/> owner's representative, involved in the petition and that the answers and statements herein contained and the information submitted are in all respects true and correct to the best of his, her or their knowledge and belief.  Signature: _____ Date: _____ Signature: _____ Date: _____ <input type="checkbox"/> By checking this box permission is given for Planning Commission Members to make a site inspection if desired.						
<b>Office Use Only</b>						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; padding: 5px;"><b>Fee:</b> <input type="checkbox"/> \$750.00</td> <td style="width: 30%; padding: 5px;"><b>Receipt #</b></td> </tr> <tr> <td style="padding: 5px;"><b>Date Received:</b></td> <td style="padding: 5px;"><b>Hearing Date:</b></td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;"><b>PC -</b></td> </tr> </table>	<b>Fee:</b> <input type="checkbox"/> \$750.00	<b>Receipt #</b>	<b>Date Received:</b>	<b>Hearing Date:</b>		<b>PC -</b>
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