

# MACOMB TOWNSHIP

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54111 Broughton Road • Macomb, MI 48042 •  
586-992-0710 Ext. 7103

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[www.macomb-mi.gov](http://www.macomb-mi.gov)



## APPLICATION PACKET FOR:

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# REZONING

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### **APPLICANTS TAKE NOTE OF THE FOLLOWING:**

All applications must contain each and every page from this application packet, including the checklist and any unused pages. If your application does not include all items, it will not be reviewed by the Planning Department.

Please use only the forms provided with this application.  
No other forms, however similar, will be accepted.

**If you would like to meet with staff before submitting any application we are more than happy to accommodate such a meeting. In fact, we encourage it! Please call or email us to schedule a meeting.**

# REZONING APPLICATION

## CHECKLIST OF REQUIRED DOCUMENTS

This application must be accompanied by all items listed in the checklist below. This application shall be completed and submitted with proper payment (as indicated in the application) in an envelope stating “Attention: Planning Department,” the project name, and type of project on the outside of the envelope and placed in the night drop off box at the back of the building at Macomb Township Town Hall at 54111 Broughton Road, Macomb Township, MI 48042 (alternatively the package can be dropped off with the Planning Department at Town Hall, or mailed to this address). No plans or supplemental information is required with the submittal of the check, just the application. In addition to this hard copy submittal, **A PDF OF THE APPLICATION, A COPY OF THE CHECK, AND ANY/ALL PLANS AND SUPPLEMENTAL INFORMATION MUST BE EMAILED TO [PlanDropbox@macomb-mi.gov](mailto:PlanDropbox@macomb-mi.gov)**. Once the package is received and we have verified confirmation of payment, the submittal will be reviewed. If additional information is required, Planning Department staff will contact you via email or phone with additional instructions.

- A completed application**, we will not accept incomplete applications or missing pages;
- Payment** – please make your (non-refundable) check payable to “**Macomb Township Treasurer**”. Payment for Rezoning Review is \$1,415.00, plus \$20.00 for each additional acre over two (2) acres. Payment must be mailed in or brought in to Macomb Township offices with the original application. Failure to do so will delay the review process.
- Letter**, describing in detail the purposed use of the property;
- A copy of **proof of interest** in the property (i.e. deed, land contract, lease, purchase option, etc.);
- Location of the parcel**. One (1) original fine-line, black ink drawing showing the parcel(s) proposed for rezoning in relation to the nearest street or U.S. Government section corner;
- Advisement of availability of water lines and sewer lines to the land.

### ALL APPLICANTS TAKE SPECIAL NOTICE OF THE FOLLOWING:

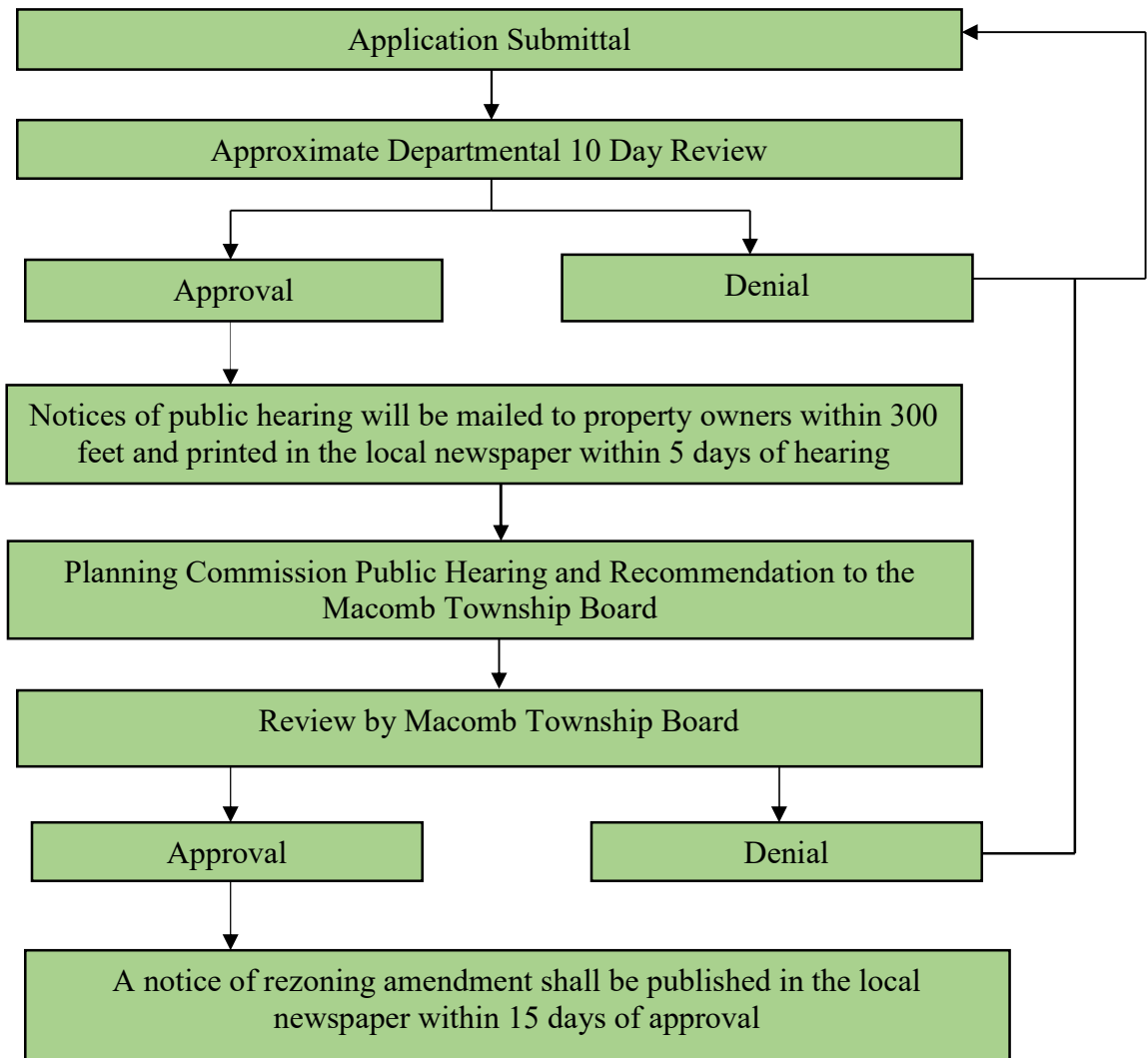
1. **Attendance Required at Public Hearing.** The Macomb Township Planning Commission and The Macomb Township Board of Trustees require the applicant or the applicant’s representative to be present at each public hearing; otherwise the item may be tabled to another meeting date.
2. **Time Charge for Planning Consultant.** In some instances, the use of outside consultants may be needed, and if deemed necessary, their hourly rate may be added to the review fee.
3. **Notice of Changes in State Law.** P.A. 577 of 2004 became effective January 4, 2005 and amended the Township Zoning Act. More commonly known as the “Conditional Zoning Act”, this act was intended to allow land owners to voluntarily offer in writing certain use and development of land as a condition to a rezoning of the land or an amendment to a zoning map. A township shall not require a landowner to offer conditions as a requirement for rezoning. The lack of an offer under subsection (1) shall not otherwise affect a landowner’s rights under this act, the ordinances of the township or any other laws of this state.

# REZONING APPLICATION

## OVERVIEW

**What is a Rezoning?** A rezoning is a reclassification of a property from one zoning to another. It is an amendment to Macomb Township's official zoning map. The rezoning of a property may be required if the intended use is not permitted in the current zoning.

**What are the procedures for requesting a Rezoning?** Upon receipt of a complete application for the rezoning, the Planning Department will send copies of the application to the appropriate department heads for review and recommendation. Results of the review shall be communicated to the applicant. These departments will be given approximately ten (10) days for review. The Planning Commission will hold a public hearing, at which your presence is **mandatory**, review the request and make a recommendation to the Township Board. The Township Board has final authority to approve or deny the request for rezoning.



**REZONING REVIEW APPLICATION**

**APPLICATION**

**MACOMB TOWNSHIP PLANNING COMMISSION  
54111 BROUGHTON ROAD  
MACOMB, MICHIGAN 48042  
(586) 992-0710 EXT. 7103**

**Permanent Parcel Number 08 -** \_ \_ - \_ \_ - \_ \_ - \_ \_ .

Applicant's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_

Representative Name: \_\_\_\_\_ Phone \_\_\_\_\_  
(if different from applicant)

Address: \_\_\_\_\_ Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Location of Property \_\_\_\_\_  
(for example: the north side of 23 Mile Road and ¼ mile east of Romeo Plank Road)

Property Frontage (in feet) \_\_\_\_\_ Feet \_\_\_\_\_ Depth \_\_\_\_\_

Existing Land Use \_\_\_\_\_

Current Zoning Classification \_\_\_\_\_

Requested Zoning Classification \_\_\_\_\_

Purpose of request to rezone \_\_\_\_\_

If subject rezoning were approved, would the proposed use meet the requirements set forth in the current Zoning Ordinance for the parcel without a variance. Yes  No

Are public utilities such as sewerage/water available? Yes  No

Are there:

1. Flood Plain(s) Yes  No

2. Wetland(s) Yes  No

3. Drain(s) Yes  No

Name of drain(s) \_\_\_\_\_

Does the subject rezoning agree with the Macomb Township Master Plan? Yes  No

**REZONING REVIEW APPLICATION**

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**VERIFICATION OF RECORDED LEGAL PROPERTY**

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**PERMANENT PARCEL NO. 08 - \_ \_ - \_ \_ - \_ \_ .**

PUBLIC ROAD(S) FRONTAGE \_\_\_\_\_

ADDRESS OF PARCEL (if available) \_\_\_\_\_

OWNERS NAME \_\_\_\_\_

ADDRESS OF OWNER \_\_\_\_\_

**LEGAL DESCRIPTION  
(INSERT HERE)**