



TALLMADGE CHARTER TOWNSHIP

Ottawa County

O-1451 Leonard Street, Grand Rapids, Michigan, 49534

ZONING MAP OR TEXT AMENDMENT

For an application to be considered complete, all requested information must be provided. If an item is not applicable to your application, please state “not applicable” and provide an explanation why it is not applicable.

- **Review Body:** Planning Commission
- **Meeting Frequency:** Fourth Tuesday of every month
- **Application Deadline:** Forty-eight (48) calendar days prior to the fourth Tuesday meeting at which you desire your application to be considered.
- **Township Office Review:** Following review by township personnel, if any required materials are deemed missing the applicant will be notified and must provide said material, which must result in a complete application at least thirty (30) calendar days prior to said meeting for consideration.
- **Initial Submission Requirements:** One (1) electronic copy and Four (4) copies folded to a size no larger than 11”x14”. No rolled plans shall be accepted.
- **Final Plan Submission Requirements:** One (1) electronic and Twelve (12) copies of all final plan materials for distribution to the Review Body are required to be folded to a size no larger than 11” x 14” and shall be clipped or otherwise secured in twelve (12) equal groups. No rolled plans shall be accepted.

DO NOT DISCARD THIS PAGE
YOU MUST SUBMIT A COPY OF THIS PAGE WITH YOUR APPLICATION

For office use

Date Received: _____ Payment of: _____ Via Check: _____ Cash: _____ (500' MZEA? Sunset to yr 2018 OCty)



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ZONING MAP OR TEXT AMENDMENT APPLICATION

REQUEST FEE: \$1,500.00

+\$5,000 minimum escrow (Please make separate check)

PROCEDURE:

Name of Applicant: _____

Address of Applicant: _____

Email: _____ Telephone: _____

Property Location: _____

Name of Owners: _____

Address of Owners: _____

Email: _____ Telephone: _____

Permanent Parcel Number: _____

Legal Description: _____

Parcel Size: _____ Current Zoning: _____ Requested Zoning: _____

Point of Contact Name(POC)*: _____

*Point of Contact shall be the only person contacted by the township regarding the application

POC Telephone: _____ POC Email: _____

I agree to authorize members of the Planning Commission and representatives from the Zoning or Building Department to enter my property in order to review the particulars of my request.

Date

Applicant's Signature

REQUIRED MATERIALS:

SECTION 22.02. AMENDMENT PETITION PROCEDURE. All petitions for amendment to this Ordinance shall be in writing, signed, and filed in triplicate with the Zoning Administrator for presentation to the Planning Commission. Such petitions shall include the following:

- (b) The nature and effect of the proposed amendment;

- (c) If the proposed amendment would require a change in the Zoning Map, a fully dimensioned map showing;
 1. The land which would be affected by the proposed amendment,
 2. A legal description of such land,
 3. The present zoning district of the land,
 4. The zoning district of all abutting lands and,
 5. All public and private rights-of-ways and easements bounding and intersecting the land to be rezoned.

- (d) The alleged error in the ordinance which would be corrected by the proposed amendment, with a detailed explanation of such alleged error and detailed reason why the proposed amendment will correct the same; (if not applicable, indicate "N/A")

* For a text amendment application, provide the exact text being proposed including any deletions from the current text being proposed.

- (e) The changed or changing conditions in the area or in the Township that make the proposed amendment reasonably necessary to the promotion of the public health, safety, and general welfare;

- (f) All other circumstances, factors, and reasons which the petitioner offers in support of the proposed amendment.
