

**APPLICATION FOR ZONING AMENDMENT
FILING INSTRUCTIONS AND SUMMARY OF PROCEDURES**

A petition for a text or map amendment of the Ontwa Township Zoning Ordinance must be completed on the application form provided and submitted with the appropriate fee to the Zoning Administrator. Applications shall be submitted at least thirty (30) days prior to the next scheduled Planning Commission meeting to provide appropriate time to review the request. The petition will be reviewed by the Zoning Administrator for completeness and then submitted to the Planning Commission for consideration. The Planning Commission will hold a public hearing on a proposed zoning amendment as required by the Michigan Zoning Enabling Act.

The Planning Commission will then transmit the proposed amendment and its recommendation along with comments received at the public hearing to the Township Board for a final decision.

Please fill out the appropriate form, according to whether petition is for a zoning map amendment or a zoning text amendment.

- **SECTION I. Zoning Map Amendment**
- **SECTION II. Zoning Text Amendment**

SECTION I. Zoning Map Amendment

1. Street Address and/or Location of Request: _____

2. Parcel Identification Number (Tax I.D. No.): # _____

3. Applicant's Name: _____ Phone Number _____

Address: _____
Street City State Zip

Fax Number: _____ Email Address: _____

4. Are You: Property Owner Owner's Agent Contract Purchaser Option Holder

5. Applicant is being represented by: _____ Phone Number _____

Address: _____

6. Present Zoning of Parcel _____ Present Use of Parcel _____

7. Master Plan Future Land Use Designation: _____

8. Please use the lines below to state the request and the reason(s) for the request:
(attach additional materials if needed)

The facts presented above and on the following page(s) are true and correct to the best of my knowledge.

Signature: _____ Date: _____

Type or Print Your Name Here: _____

Property Owner Approval: As owner I hereby authorize the submittal of this application and agree to abide by any decision made in response to it. I further agree to permit members of the Planning Commission, Township Board, and other authorized Township officials to enter the above-mentioned property.

In accordance with Section 22.02 of the Ordinance, each petition for a map amendment must include the following:
(attach additional materials if needed)

- A. A fully dimensioned map showing the land which would be affected by the proposed amendment, including the zoning district of all abutting lands, and all public and private rights-of-ways and easements bounding and intersecting the land to be rezoned.
- B. 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.

- C. 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.

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

In accordance with Section 22.02 of the Ordinance, each petition for a text amendment must include the following:
(attach additional materials if needed)

- E. 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.

- F. 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.

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

Rev 1/9/23