



**Determination of Similar Use
Application Form**

City of Monroe
Planning Department
120 E. First Street
Monroe, MI 48161
734.243.0700 (P) 734.384.9108 (F)

Receipt Stamp

Application #

Owner Information

Name

Address

Telephone

Fax

Email

Applicant Information (if different from above)

Name

Address

Telephone

Fax

Email

Property Description

Property Address

Legal Description

Parcel ID#

Existing Zoning

Description of Proposed Use

Current Use of Property

Describe Proposed Use

Property Size and Dimensions

Determination of Similar Uses

In recognition that every potential use cannot be listed in the Planning & Zoning Code, the CPC is authorized to conduct a public hearing to determine if a use not listed within a particular zoning district is sufficiently similar to other uses to permit that use within the zoning district without requiring an amendment to this Zoning Code. The CPC shall make a determination of such a similar use and make a recommendation to the City Council for final action, according to the following standards:

1. A finding that the proposed use is not listed as a permitted principal use or special land use in any other zoning district shall be made;
2. The CPC and City Council shall select the use listed in the Planning & Zoning Code which most closely resembles the proposed use, using criteria such as the potential impact on property values, traffic generated, aesthetics, noise, vibration, dust, smoke, odor, glare and other objectionable impacts in terms of the health, safety and welfare of the City. The CPC or City Council may request documentation or studies from the applicant or City Staff to evaluate potential impacts associated with the use, or they may decide there is no similar use.
3. Once a similar use is determined, the proposed use shall comply with any special conditions or standards that apply to the similar use.

Required Information

The following information/specifications are required as part of the determination of similar use application submitted for review.

- o Proof of ownership, OR if the applicant is not the land owner, written permission of the owner to allow said application; and
- o Completed site sketch which shall consist of an overall plan of the entire development drawn to an appropriate engineer's scale.

Submittal Procedure

- o Applicant submits a complete application with all required information;
- o Planning Department staff verifies completeness;
- o Application will be reviewed at the next available Citizens Planning Commission (CPC) agenda;
- o A public hearing will be held at the CPC meeting

Authorization

I/We hereby apply for a Determination of Similar Use in accordance with Section 720-136 of the Monroe Code. The information, plans and materials submitted herewith in support of this application are to the best of my/out knowledge, true and correct.

In addition, I/We understand that this application will be placed on the next available CPC regular meeting agenda, unless I/We request a special meeting to be held for an additional cost.

Owner _____ Date _____

Applicant _____ Date _____

Department Use Only

Fee Paid \$ _____

Special Meeting Date _____

Authorization of Completeness

Planning Department Staff

Fees

Determination of Similar Use	\$ 300.00
CPC Special Meeting	\$ 400.00