



Rezoning 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#

Current Zoning

Current Use

Proposed Zoning

Description of Proposed Use (Please provide narrative)

Rezoning Procedures

The intent of a Rezoning is to allow for an amendment, modification, supplement or revision of a zoning district boundary shown on the Official Zoning Map for the City of Monroe.

Amendment provisions of this ordinance may be initiated by City Council, the Citizens Planning Commission (CPC), the Zoning Board of Appeals (ZBA), the Building Official, or by petition of one or more residents or land owners. All proposed amendments to the provisions of the Official Zoning Map shall be referred to the CPC for public hearing and recommendation to the City Council prior to action taken by City Council.

As outlined in the Monroe Code, *Section 720-199, Findings of Fact Required*. In reviewing any petition for a zoning amendment, the CPC shall identify and evaluate all factors relevant to the petition, and shall report its findings in full, along with its recommendations for disposition of the petition, to the City Council within sixty (60) days of the filing date of a completed application.

The facts to be considered by the CPC shall include, but not be limited to, the following:

- o Whether the requested zoning change is justified by a change in conditions since the original Ordinance was adopted or by an error in the original Ordinance;
- o The precedents, and the possible effects of such precedents, which might likely result from approval or denial of the petition;
- o The ability of the City or other government agencies to provide any services, facilities, and/or programs that might be required if the amendment petition were approved;
- o Effect of approval of the amendment petition on the adopted developmental policies of the City and other governmental units;
- o All findings of fact shall be made a part of the public records of the meetings of the CPC and City Council. An Amendment shall not be approved unless these and other identified facts be affirmatively resolved in terms of the general health, safety, welfare, comfort and convenience of the citizens of the City, or of other civil divisions, where applicable;
- o Consistent with the goals, policies and Future Land Use Map of the City of Monroe Master Plan; and
- o That the site's physical, geological, hydrological or other environmental features are compatible with the host of uses permitted in the proposed zoning district

Submittal Procedure

- Applicant submits a complete application with all required information;
- Planning Department staff verifies completeness;
- Application will be reviewed at the next available CPC agenda;
- A public hearing will be held at the CPC meeting;
- The CPC will make a recommendation to City Council;
- City Council will hold two (2) readings of the proposed Ordinance amendment and hold a public hearing; and
- If approved by City Council, amendment will be published in newspaper and will take effect after 20 days.

Authorization

I/We hereby submit a petition to Amend the Official Zoning Map of the City of Monroe.

The information and materials submitted herewith in support of this application are to the best of my/our knowledge, true and correct.

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

Owner _____ Date _____

Applicant _____ Date _____

Fees

Rezoning	\$ 500.00
CPC Special Meeting	\$ 400.00

Department Use Only

Fee Paid \$ _____

Special Meeting Date _____

Authorization of Completeness

Planning Department Staff