

**Village of Armada  
Application for Planning Commission Review**

Date\_\_\_\_\_

**1. Type of Review**

- Land Split
- Land Combine
- Special Approval Use
- Rezoning
- Other\_\_\_\_\_

**2. Applicant**

Name \_\_\_\_\_  
Full Address \_\_\_\_\_  
Phone \_\_\_\_\_ E- mail \_\_\_\_\_

**3. Property Owner (If different from Applicant)**

Name \_\_\_\_\_  
Full Address \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**4. Property Description**

Property address \_\_\_\_\_ Tax ID number \_\_\_\_\_  
Property is on the \_\_\_\_\_ side of \_\_\_\_\_ road between \_\_\_\_\_ and \_\_\_\_\_  
Current Zoning \_\_\_\_\_  
Proposed use or proposed development name  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5. Signatures Required**

Applicant \_\_\_\_\_ date \_\_\_\_\_  
Property Owner (if different) \_\_\_\_\_ date \_\_\_\_\_

## 6. Attachments Required

### For all applications:

- Proof of ownership and a title search or other evidence of any applicable easements or deed restrictions must be attached to this application for consideration.
- Written authorization from owner for application, if different from applicant.
- Fees. Consult the Village Fee Schedule on the Web-site or contact the office.
- Incomplete applications or plans will not be considered by the Planning Commission.

### For Land Split

- Submit a minimum of eight copies of the application and supporting materials to the Village office.
- Address and location of parent parcel to be split.
- Tax ID number of parent parcel
- Current zoning of parent parcel
- Detailed description of proposed land split to include:
  - Number and size of new parcel(s)
  - Intended use of new parcel(s)
  - Zoning designation of new parcel(s)
  - Access to new or existing road
  - Proposed driveway location
- Map showing parent parcel boundaries, proposed new parcel(s) dimensions; existing roads, driveways, rights-of-way, public utility easements.
- All taxes, water bills, special assessments must be paid on all properties involved.
- Detailed description of new road(s) needed; if necessary.
- Future divisions that may be allowed but not included here.

### For Land Combine

- Submit a minimum of eight copies of the application and supporting materials to the Village office.
- Map showing all existing parcels to be included in the combination.
- Survey map of the proposed new parcel to include:
  - Legal description of proposed parcel
  - Dimensions of all parcels involved
  - Location of existing and proposed structures, improvements, easements, streets and driveways.
  - Zoning designation of proposed parcel
- All taxes must be paid on all properties involved.

### For Special Approval Land Use

- Submit a minimum of eight copies of the application and supporting materials to the Village office.
- Names and addresses of all owners of record. If the property is leased by the applicant, submit a copy of the lease, along with the owner's signed authorization for the application.
- Legal description

- Address, location and tax identification number of the property.
- A detailed description of the proposed use.
- A site plan that meets the requirements of Article 18 (Site Plan Review).
- Any other information, including an impact assessment in compliance with Section 1.13 (Impact Assessments), deemed necessary by the Planning Commission to determine compliance with the standards for approval set forth in this Ordinance.

**For Rezoning**

- Submit a minimum of eight copies of the application and supporting materials to the Village office.
- Property address and Tax ID number of parcel requesting rezoning.
- Current zoning and requested zoning.
- Map showing location of property.
- Detailed description of the purpose, plan or reasons why the rezoning is requested.