

Village of Fowlerville

213 S. Grand Avenue
Fowlerville, Michigan 48836
Phone (517) 223-3771 Fax (517) 223-7435
www.fowlerville.org



Permit # _____

APPLICATION FOR SPECIAL LAND USE APPROVAL

To be completed by applicant:

APPLICANT'S NAME: _____
ADDRESS: _____
APPLICANT PHONE: _____
PROPERTY ADDRESS: _____
PERMANENT PARCEL NUMBER: _____
EXISTING ZONING: _____ PROPOSED USE: _____

State the reasons why a Special Land Use Approval is being requested in this location:

Section 2304 of the Village of Fowlerville Zoning Ordinance establishes two general standards that all Special Land Uses must meet. These are listed in the information accompanying this form. In the space below or on additional pages, if needed, state how this request conforms to both of the two review standards.

I, the undersigned, acknowledge that additional cost may be incurred in the review of my application as result of professional services for the Village Planner, Engineer, Attorney, or others to review my application.

By signing this application, I hereby acknowledge, and agree to pay, any and all additional cost incurred by the Village and/or its consultants as they pertain to this review of my application.

Applicants Signature: _____

Date: _____

FOR OFFICE USE ONLY

Date Application Filed: _____ Fee Amount: \$400 + \$6 per acre: _____

Planning Commission Meeting Date: _____ Public Hearing Date: _____

Village Council Meeting Date: _____

Other Action Required: Rezoning: _____ Variance: _____

SPECIAL LAND USE REVIEW PROCESS AND STANDARDS

REVIEW PROCESS: Review and action on the Special Land Use request involves both the Planning Commission and the Village Council. The process is as follows:

4 Copies of the site plan are needed for the review; a TOTAL of 12 Copies are needed for the meeting

1. The application for Special Land Use Approval, along with a filling fee and 12 copies of a complete site plan, must be submitted to the Village Zoning Administrator. The site plan must conform to the requirements of Sec. 2403.3b of the Zoning Ordinance. All materials must be submitted at least three (3) weeks prior to the Planning Commission meeting (first Tuesday of each month).
2. The Planning Commission will review the application, site plan, and any other information provided in support of the request at the meeting and discuss the request with the applicant and Village staff. The applicant or a representative must be present at the meeting or the matter will not be considered and the review will be delayed until the next scheduled Planning Commission meeting.
3. Any changes, additions, or other information required by the Planning Commission at the meeting must be provided by the applicant and resubmitted to the Zoning Administrator at least two (2) weeks prior to the next Planning Commission meeting to allow sufficient time for staff review and preparation.
4. At its next meeting (first Tuesday of each month), the Planning Commission will conduct a public hearing concerning the request. Following deliberations, usually at the same meeting, the Planning Commission will take two actions. First, a recommendation will be made to the Village Council Concerning the Special Land Use request. Such recommendation will be to approve, deny or approve with conditions. Second, the Planning Commission will act on the Site Plan.
5. The Village Council, at its next regular meeting (every other Monday of each month) will consider the request, along with the Planning Commission recommendation, and will either approve, deny or approve with conditions the applicant's request.
6. If the proposed development requires a variance from any provision of the Village of Fowlerville Zoning Ordinance, a variance request shall be brought before the Village Zoning Board of Appeals before any action will be taken by the Planning Commission with regard to the Site Plan.
7. An approved project must be under construction within one (1) year of the Planning Commission's approval or if a certificate of occupancy is not issued for the proposed site for within eighteen (18) months after the date the site plan approval was granted becomes null and void. A ninety (90) calendar day extension of this approval may be granted by the Zoning Administrator if the extension is warranted and the work on the project is proceeding meaningfully toward completion as determined by the zoning administrator. Further extension may be granted if deemed appropriate by the Fowlerville Planning Commission.

8. Changes to an approved site plan, in conjunction with a Special Land Use approval, must be approved by the Zoning Administrator (minor changes) or the Planning Commission (major changes), as defined in Section 2407 of the Zoning Ordinance.
9. If a request for Special Land Use approval is denied, the applicant may not resubmit the request for one (1) year, unless new facts can be presented which are likely to result in an approval of the request.

REVIEW STANDARDS: Some land uses, because of their unique characteristics, may not be appropriate in all locations within a given zoning district. For this reason, they are considered to be Special Land Uses subject to review by the Village to determine whether or not they should be allowed in a specific location. In making their respective decisions, the Planning Commission and Village Council must follow the general standards prescribed by the Zoning Ordinance Section 2304 and any specific standards that may be established in the Ordinance for a specific use.

It is the responsibility of each applicant for Special Land Use Approval to demonstrate that these standards will be met.