



Office of Planning and Zoning
2982 S. Pleasantview Rd, Harbor Springs. MI 49740
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(231) 526-8140

REZONING APPLICATION PROCEDURES

1. Applicants are encouraged to hold a pre-application meeting with the Zoning Administrator to discuss the project and the review process. The Zoning Administrator will identify the specific requirements for rezoning review at that time.
2. Applicant completes the Rezoning Application, provides the review fee (\$250) and all supporting documentation required, including a Detailed Site Plan. (See Sections 10.01 and 5.03) Applications will not be forwarded to the Planning Commission until they are deemed complete by the Zoning Administrator.
3. Upon receipt of completed application, all required documentation and fee(s), the public meeting date will be set.
4. Applicant stakes property corners.
5. The Township will send notices to owners of the property or properties proposed for rezoning, all property owners, as listed on the current tax roll, within three hundred (300) feet of subject property no less than 15 days in advance of the public hearing.
6. The Planning Commission will hold a public meeting or hearing to take public comments and review the documentation to determine compliance with the Zoning Ordinance. The Planning Commission may approve, approve with conditions, or deny based on findings of fact. The Planning Commission may also choose to postpone the decision, which is typically done if more information is needed, such as a legal opinion, or they feel more time is necessary.
7. No application for a rezoning which has been denied by the Township shall be resubmitted for a period of one (1) year from the date of the last denial, except on grounds of newly discovered evidence or proof of changed conditions found upon inspection by the Township Planning Commission to be valid.

The following questions are meant to address the standards that will be considered by the Planning Commission in their review of the proposed rezoning.

Is the proposed rezoning consistent with the Pleasantview Township Master Plan?

Is the proposed rezoning reasonably consistent with surrounding uses? - i.e. Are all permitted uses and special uses for the proposed district consistent with the surrounding uses?

Will there be an adverse physical impact on surrounding properties?

Will there be an adverse effect on property values in the adjacent area?

Have there been changes in land use or other conditions in the immediate area or in the community in general which justify rezoning?

Will rezoning create a deterrent to the improvement or development of adjacent property in accord with existing regulations?

Will rezoning grant a special privilege to an individual property owner when contrasted with other property owners in the area or the general public (i.e. will rezoning result in spot zoning)?

Are there substantial reasons why the property cannot be used in accordance with its present zoning classifications?

Is the site served by adequate public facilities or is the petitioner able to provide them?

Are there sites nearby already properly zoned that can be used for the intended purposes?

The community should evaluate whether other local remedies are available.

AFFIDAVIT

I, the undersigned, do hereby make application to Pleasantview Township for approval of the proposed rezoning application which has been completed in accordance with the Pleasantview Township Zoning Ordinance. I certify that the property owner has authorized the proposed work, and that I have been empowered by the owner to make this application as his/her selected agent. I agree the statements made in the above application and associated documents are true, and if found not to be true, the approval of the rezoning may be void. I also agree to comply with the conditions and regulations required by the approved rezoning amendment. Further, I agree that if the rezoning application is approved, it is approved with the understanding that the individual(s) or organization(s) applying for that rezoning amendment (or those individual(s) or organization(s) represented by the applicant) will comply with all applicable sections of the Pleasantview Township Zoning Ordinance. For purposes of site inspection, I also agree to notify the City of Charlevoix Zoning Administrator when locations of lot lines are located and staked on the ground. I also agree to give permission for officials of Pleasantview Township, Emmet County, and the State of Michigan to enter the property subject to this permit application for purposes of inspection. I understand that the Township may impose conditions of approval and that the conditions must be met by the specific times as defined in the adopted rezoning amendment. Finally, if necessary, I understand that this is a rezoning application, and if approved, construction of any structures cannot be implemented until applicant has applied for and the Township has issued a zoning permit or site plan review.

Property Owner Signature or Authorized Agent: _____

Date: _____