



Date: _____

Application Number: _____

Review Fee: \$ _____

VILLAGE OF OTISVILLE REZONING REQUEST APPLICATION

Applicant Information

Name: _____

Street Address: _____

City: _____ Zip: _____ Home Ph: _____ Day Ph: _____

Property Owner (if different from applicant; if more than 1 list on separate sheet)

Name: _____

Street Address: _____

City: _____ Zip: _____ Home Ph: _____ Day Ph: _____

Property for which Rezoning is requested

Street Address: _____

Nearest Crossroads: _____

Tax Parcel ID#: _____ Zoning District: _____

Requesting rezoning from _____ to _____
(Current zoning classification) (Requested zoning classification)

Attach the following to the application:

A separate sheet explaining how the proposed rezoning request will meet the standards for approval (see rezoning request checklist).

I hereby affirm that the above information is correct to the best of my knowledge.

Signature of Applicant

Print/type name

Date

Signature of Property Owner
(if different from applicant)

Print/type name

Date

(See reverse)

FOR OFFICE USE ONLY

Date notice of Planning Commission meeting published.

Date notice of Planning Commission meeting mailed to residents and property owners within 300' of subject parcel.

Attach copy of published notice and list of property owners sent notice.

Planning Commission Recommendation

Recommend approval Recommend denial Recommend approval w/changes

Date of Planning Commission meeting (minutes attached): _____

Township Board Decision

Recommend approval Recommend denial Recommend approval w/changes

Date of Village Council approval meeting (minutes attached): _____

Remarks: _____

REZONING REQUEST CHECKLIST

APPLICATION COMPLETE

- A completed and signed copy of the application
- A map at a scale of not less than 1"=50' showing the subject parcel in relation to adjoining parcels of land
- A copy of the deed to the property.
- Application fee

REZONING APPLICATION REVIEW CHECKLIST REVIEW OF THE APPLICATION'S COMPLIANCE WITH THE VILLAGE MASTER PLAN AS WELL AS STANDARDS SET FORTH IN SECTION 13.02.F.2 OF THE ZONING ORDINANCE	
Is the site of the proposed rezoning shown in or adjacent to an area with the equivalent land use classification on the Future Land Use Map (Map 6, Land Use Plan)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does the rezoning comply with the locational criteria for the equivalent land use classification?	Yes <input type="checkbox"/> No <input type="checkbox"/>
How?	
Does the rezoning comply with the goals and policies of the land use plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
How?	
Based on the factors above, does the application comply with the current Village Master Plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there any mistake in the plan relative to this request?	Yes <input type="checkbox"/> No <input type="checkbox"/>
How does the mistake affect the appropriateness of the request?	
Have there been any changes in conditions that are relevant to this request?	Yes <input type="checkbox"/> No <input type="checkbox"/>
How does the change in conditions affect the appropriateness of the request?	
Has there been a change in Village land use policy relevant to this request?	Yes <input type="checkbox"/> No <input type="checkbox"/>

REZONING APPLICATION REVIEW CHECKLIST

REVIEW OF THE APPLICATION'S COMPLIANCE WITH THE VILLAGE MASTER PLAN AS WELL AS STANDARDS SET FORTH IN SECTION 13.02.F.2 OF THE ZONING ORDINANCE

How does the change in policy affect the appropriateness of the request?

If the Planning Commission determines that a mistake, change in condition or change in policy relevant to the request has occurred, what changes to the plan are recommended to address that?

Details

Consistency with the locational criteria - Each land use classification has a set of locational criteria that identifies the characteristics of a site that is appropriate to be designated for that land use. Normally, there are three or four criteria. In many cases there may be areas that meet the criteria for more than one land use classification. They are not always mutually exclusive.