

# REZONING APPLICATION

## CITY OF BENTON HARBOR

200 E. Wall St., Benton Harbor, MI 49022

Phone: 269-927-8418 Fax: 269-927-8419



**An incomplete application will not be accepted. All required materials must be submitted, reviewed, and accepted as administratively complete at least 25 days prior to the next Planning Commission meeting.**

### PROPERTY INFORMATION:

Property Address \_\_\_\_\_ Tax ID# \_\_\_\_\_

### OWNER/APPLICANT INFORMATION:

Are you the owner?  YES  NO

If you are not the owner, please describe your legal interest in the property as part of your written application.

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address \_\_\_\_\_

**Applicants, please note:** No dimensional variance shall be approved unless the Planning Commission finds that **ALL** of the Dimensional Variance Standards have been met. Use variances are not permitted in any zoning District within the City.

**Please see the reverse of this page for instructions regarding the additional information that must be submitted for this application to be complete.**

The information on this application form is, to the best of my knowledge, true, accurate and complete.

OWNER/APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

I grant permission for members of the City Benton Harbor staff and appointed officials to enter the above described property for the purpose of gathering information related to this application.

OWNER/APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Date Received \_\_\_\_\_ \$1,200 Escrow Fee Paid \_\_\_\_\_

Submitted Materials: \_\_\_\_\_ Application Form \_\_\_\_\_ Written Statement  
\$400 Non-Refundable Application Fee \_\_\_\_\_

Application Accepted as Completed by: \_\_\_\_\_ Date Accepted \_\_\_\_\_

# **Rezoning Application**

## **Questions for Applicants**

**On a separate piece of paper, please answer all of the following questions:**

- 1. Please briefly describe your proposal: what would you like to do?**
- 2. From which standard or standards of the Zoning Ordinance of the City of Benton Harbor are you requesting a Rezoning?**
- 3. Please explain the exceptional characteristics of your property (not the structure or your personal situation) that cause the unnecessary hardship that you seek to relieve through the Rezoning procedure.**
- 4. Please explain why the Planning Commission should conclude that each of the following standards have been met, as it must do in order to approve any requested variance; please address each standard individually, and be as specific as possible.**
- 5. Please include a dimensioned site plan adequate to allow the Planning Commission to understand the current state and exceptional characteristics of your property and the requested Rezoning.**
- 6. Please included the legal description of the property, either separately or as part of your answer to the above questions.**