

BEDFORD TOWNSHIP PLANNING COMMISSION

APPLICATION FOR ZONING CHANGE OR AMENDMENT

1. _____
 Parcel Number Number of Acres

 Address City / State / Zip

2. _____
 Property Owner(s) Phone Fax

 Address City / State / Zip

 E-mail Address (used for meeting notification purposes when a fax option is not available)

3. Zoning Change Requested By: (if different than owner):

 Name Phone Fax

 Address City / State / Zip

4. Current Zoning: _____ Requested Zoning: _____

 Proposed Use of Property (Attach Plot Plan)

5. I (We), _____, _____, property owner(s), hereby grant permission for members of the Bedford Township Planning Commission, Planning Department staff, and consultants to enter the above-described property for the purpose of gathering information related to this application. (Note to applicant: Failure to grant permission to enter this property will not affect any decision regarding your application.)

 Signature Typed/Printed Name Date

 Signature Typed/Printed Name Date

6. **PLEASE READ BEFORE SIGNING THIS APPLICATION**

The applicant may be requested to provide additional information by the Planning Commission or Township Board. You may include any information that you believe will be of assistance in reaching a decision, however, any decision by the Township will be based on the appropriateness of the proposed zoning change in relation to the Township Master Plan as well as surrounding land zoning and uses. In the event your escrow account for this project is found to be insufficient, your signature below indicates that you agree to remit additional funds to rectify the account. Your signature below also indicates that you have read and understand the accompanying literature "Planning & Zoning Procedures: The Rezoning Process" and the fee schedule.

 Signature Typed/Printed Name Date

 Signature Typed/Printed Name Date

Application Accepted By: _____
Planning Department Rep Date Copy Given To Applicant App. or Rep. Initials

Bedford Township

Planning & Zoning Procedures

The State of Michigan's Zoning Enabling Act Number 110 of 2006 (amended and became effective July 1, 2006 [formerly Act 184 of 1943]) provides townships with the right to zone land within their boundaries. This act states "the legislative body of the township may establish districts or zones within which the use of land and structures may be restricted or regulated". These regulations may be imposed for the purpose of promoting the general comprehensive plan designed to limit the overcrowding of land, prevent excess congestion of population, and promote the adequate provision of necessary services in the areas of transportation, sewage disposal, water, education, and recreation. This act also provides for the amendment, supplement or change of township zoning ordinances through due process.

Bedford Township is divided into various zoning district classifications each allowing certain uses. This division is based on the Master Plan for the township, which was originally adopted in 1976, and amended in 2002. In order to meet the constantly changing land use needs of Bedford Township, it sometimes becomes necessary to change zoning boundaries. Changing lifestyles might prompt the need for new commercial areas or increased land for industrial development. On a more personal level, when the owner of any property wishes to use it in a manner prohibited by current zoning of the land, they may request that the zoning be changed. This process of altering the present township zoning configuration is referred to as **Rezoning**.

The Rezoning Process

as per Act 110 of 2006, Michigan Zoning Enabling Act

Zoning Change or Amendment Application

The rezoning process begins at the Township Hall where the property owner obtains a Zoning Change or Amendment Application. The form is completed and the appropriate fees are paid at the time the application is submitted. The property owner(s) of record must also sign the application if the request to rezone is being made by another individual. The fees for zoning changes vary according to the total number of acres involved. A list of current fees for all categories of land use applications is provided with the application.

Public Hearing

When the application is filed, a public hearing is scheduled and notice that a request for rezoning has been received is published in the Monroe Evening News. This notice of public hearing must, by state law, publish not less than fifteen (15) days prior to the date of the public hearing where the application will be considered for approval. In addition, the law states that a copy of the public hearing notice must be mailed or given to all owners of property and occupants of single and two family dwellings within 300' feet of the subject property. The staff mails the notice of public hearing to all owners of property and occupants of single and two family dwellings not less than fifteen (15) days prior to meeting date.

The public hearing process allows members of the community who may have a personal interest in the rezoning request an opportunity to ask questions of the applicant or make comments about the proposal. The Planning Commission will also review, at the public hearing, any written comments that have been received regarding the application. The applicant is given an opportunity to present his or her plans for the property at that time; however, the decision to recommend rezoning will be based solely on the technical merits of the request. Criteria that will be evaluated by the Planning Commission include compatibility with surrounding land uses, all permitted uses in the proposed district, and conformity with the Master Plan as adopted. Specific development plans such as architectural designs, or planned public improvements cannot be used as a factor in the decision to rezone.

Planning Commission Recommendation

Prior to the public hearing, the Planning Department staff will prepare a fact-based analysis of the request. This analysis will identify surrounding land uses, existing zoning, and will compare the requested zoning to the existing master land use map. This information, along with public input during the hearing, will assist the Planning Commission in making a recommendation to the Township Board. After the public hearing, the Planning Commission may take formal action on the request.

Monroe County Planning Commission Recommendation

Following the Bedford Township Planning Commission's recommendation, the application and final site plan are forwarded to the Monroe County Planning Commission for their review and recommendation to the Township Board.

Township Board Action

The Planning Department notifies the Township Clerk of the Planning Commission's action. The Township Clerk places the matter on the agenda for the next Township Board meeting. The Planning Commission makes their recommendation to the Township Board and the Monroe County Planning Commission makes a similar recommendation based on compatibility with the overall County Master Plan. The final decision on all rezoning requests rests with the Township Board. This decision is made at a regular Township Board meeting. If the request is granted by the Township Board, the change takes effect eight (8) days after publication of the zoning change amendment, unless a referendum vote of the electors is successfully petitioned for.