



Phone: (269) 756-9221

Fax: (269) 756-3031

**ZONING CHANGE
APPLICATION**

Applicant must provide **eight (8) copies** of the site plan, application, fees, and all relative documents at least fifteen (15) days prior to the next regularly scheduled meeting of the Planning Commission.

Date: _____ Property Address: _____

Property Code Number: _____

APPLICANT INFORMATION:

Applicant Name: _____

Applicant Contact #: _____ Email: _____

Applicant Address: _____

PROPERTY OWNER INFORMATION:

Applicant Name: _____

Applicant Contact #: _____ Email: _____

Applicant Address: _____

If applicant is not the owner, describe applicant's interest in the property (proof of ownership OR affidavit required).

PROPERTY DESCRIPTION (attached separate sheet if necessary):

Description of proposed project: _____



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Zoning Classification:

- | | | | |
|------------------------------|--|-------------------------------|---------------------------|
| <input type="checkbox"/> R-1 | Single Family Residential District | <input type="checkbox"/> MU-1 | Downtown Core |
| <input type="checkbox"/> R-2 | Multiple Family Residential District | <input type="checkbox"/> MU-2 | General Mixed-Use |
| <input type="checkbox"/> R-3 | Manufactured Home Residential District | <input type="checkbox"/> MU-3 | Neighborhood Mixed-Use |
| <input type="checkbox"/> C-1 | General Commercial | <input type="checkbox"/> I-1 | Industrial District |
| <input type="checkbox"/> CD | Conservation Development | <input type="checkbox"/> CO | Corridor Overlay District |

Present Use: _____

Proposed Use: _____

Property Size (in square feet): _____

ATTACHED THE FOLLOWING:

- Eight (8) folded copies of the site plan, sealed by a registered architect, engineer, or landscape architect.
- A brief written description of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc. (if applicable).
- Proof of property ownership or interest in property (purchase agreement, etc.).

PLEASE NOTE: The applicant or designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted after site plan approval.

APPLICANT'S ENDORSEMENT:

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the Village and its employees or agents shall not be held liable for any claims that may arise due to the acceptance, processing, or approval of this site plan application.

Signature of Applicant

Date

For Planning Commission use only:

Public Hearing Date: _____

Approved: _____

Denied: _____

Secretary – Planning Commission

Date