City of Romulus
REZONING APPLICATION

Print Form

Planning Department 11111 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530 Fax (734) 941-5842

The application must be accompanied by the data specified in the Zoning Ordinance plus the required review fees.
Incomplete applications WILL NOT be accepted, and will delay processing.

Site Information:
Property Address:_____
Parcel ID#'s:_____
_____
The property is located on the NORTH/SOUTH/EAST/WEST side of _____Road; Between _____Road and _____Road.
Total Gross Acres:_____
Existing Use of Property:_____

Project Information: *This Section to be completed by City*
Case Number:_____
Date Submitted:_____
Date Filed:_____
Planning Fee: $500.00; Consultant Escrow: $800plus $25/acre
Traffic Study Initial Review Fee: $500.00
Initial Escrow Fee*:_____
Total Fee:_____

Project Description:
Existing Zoning:_____
Future Land Use Designation:_____
Proposed Zoning: _____
Brief Description of Rezoning Proposal:_____
_____
_____

Traffic Analysis:
- Is the project expected to have 50 or more peak hour directional trips per day? YES/NO
- Is the project expected to have 500 or more vehicle trips per day? YES/NO

If YES answered above a Traffic Impact Analysis Study consistent with Section 23.02 (3) must be submitted with application and the required review fee.

Justification for Rezoning: (Please answer the following questions. If not copied onto the plan set, all written attachments must be labeled with the parcel id number, date and petitioners name and collated with each set.)

1. Consistency with the goals, policies and Future Land Use Map of the City of Romulus Master Plan, including all applicable sub area and corridor studies. If conditions have changed since the Master Plan was adopted, the consistency with recent development trends in the area.
2. Whether development under current zoning is impractical or less reasonable than requested or other zoning district given factors such as demand v. supply, development trends, and other factors.
3. Capability of the site's physical, geological, hydrological, and other environmental features to accommodate the potential uses allowed in the proposed zoning district based on the proposed concept plan.
4. Compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise density, nature or use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values.
5. Capacity of the City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare" of the City.
6. The extent to which traffic impacts can be accommodated to maintain at least a level of service D by the existing road system or programmed improvement.
7. The apparent demand for the types of uses permitted in the requested zoning district in the City in relation to the amount of land in the City currently zoned to accommodate the demand.
8. Compatibility with the basic intent and purpose of the Zoning Ordinance.

Attachment Checklist: Please refer to the tips for submission sheet for more detail on required information.
All attachments unless one copy is indicated below must be collated into 24 complete sets and be labeled with the parcel identification number, date and petitioners name. Some items can be combined on a standard 24"x36" site plan, folded to 9"x12".

	One original signed and notarized application		One 8 ½" x 11" publication quality location map
	One copy of proof of ownership		Legal Description copied on plans for entire area of rezoning
	Traffic Analysis if criteria met.		Written analysis of environmental characteristics of the site prior to development and following development may also use aerial photo of site to accompany written analysis
	Written Justification for Rezoning on plans or as written attachment		Conceptual plan at a scale not less than 1"=100', demonstrating that the site could be developed with representative uses permitted in proposed rezoning
	Site analysis at a scale not less than 1"=100', illustrating existing conditions on the site and adjacent properties within 200 feet.		Site illustration of the maximum development permitted under current zoning

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Applicant Acknowledgements: The applicant must acknowledge the following by initialing each statement.

- The applicant understands that the Planning Department shall schedule the Public Hearing date only after the application is found substantially complete and the proper sign and staking of the property is confirmed. Any review dates identified in City Ordinances or handouts will not be applicable until acceptance is granted. _____ Applicant Initial
- Applicant is required to obtain a temporary sign permit from the Building Department prior to placement of the sign on site.
- Applicant is required to submit a copy of the temporary sign permit to the Planning Department and notifying the Planning Department that the required sign has been installed and is ready for site inspection. _____ Applicant Initial
- Applicant is required to remove temporary sign from property within three (3) days following the public hearing by the Planning Commission. _____ Applicant Initial
- The Planning Commission will consider the request at the scheduled public hearing and take action on the request at the next regularly scheduled meeting. _____ Applicant Initial
- The applicant or the designated representative must be present at all meetings or the request may be tabled or no action taken due to lack of representation. _____ Applicant Initial

Applicant Information:
Name:_____
Street:_____
City:_____
State:_____ Zip:_____
Phone: ( ) _____
Fax: ( ) _____

Property Owner Information:
Name:_____
Street:_____
City:_____
State:_____ Zip:_____
Phone: ( ) _____
Fax: ( ) _____

Affidavit of Petitioner:

I, the undersigned petitioner, being duly sworn, depose and say that the statements and information submitted are true and correct to the best of his/her knowledge, information and belief, further that s/he is authorized to submit this petition. I further acknowledge that the City and its employees shall not be held liable for any claims that arise as a result of acceptance, processing, or approval of this rezoning application. I also understand that by signing this application I authorize City staff and/or its representatives to conduct visits to the subject property and allow for reasonable access to the property.

_____	_____	_____	_____
Print Applicant Name	Date	Print Property Owners Name	Date
_____	_____	_____	_____
Signature of Applicant	Date	Signature of Property Owner	Date

Notary for Applicant:
Subscribed and sworn before me, this _____day of _____20____.A Notary Public in and for _____ County, Michigan.

_____
(Signature)
Notary Public
My Commission expires _____, 20___.

Notary for Property Owner:
Subscribed and sworn before me, this _____day of _____20____.A Notary Public in and for _____ County, Michigan.

_____
(Signature)
Notary Public
My Commission expires _____, 20___.

* Effective 12-12-2005 The City of Romulus adopted an Escrow Policy for all types of development reviews. A complete copy is available online at www.romulusgov.com and at the Planning Department. In summary the policy establishes:

- A sum of money will be collected up front, prior to any meetings, reviews or release of letters to cover the cost associated with the review a minimum amount of 1,000.00 is required to establish the account.
- Initial fee covers first review, each additional submission and review requires ½ the original fee
- City Fee is nonrefundable
- Escrow fees are drawn upon at each stage of the review upon written request a detail of withdrawals will be provided.
- If at any time the account reaches 300.00 the City may request additional funds be paid to Escrow to cover the ongoing cost of review.
- All fees must be paid in full prior to placement on a Planning Commission and/or City Council agenda
- If there is money left in escrow at the end of the review and approval process they will be refunded less a 25% or $25.00 administrative fee whichever is greater