

**CITY OF TROY
CONDITIONAL REZONING APPLICATION**

CITY OF TROY PLANNING DEPARTMENT
500 W. BIG BEAVER
TROY, MICHIGAN 48084
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**CONDITIONAL REZONING
REVIEW FEE
\$2,800.00**

**ESCROW FEE
\$2,000.00**

REGULAR MEETINGS OF THE CITY PLANNING COMMISSION ARE HELD ON THE SECOND AND FOURTH TUESDAYS OF EACH MONTH AT 7:00 P.M. AT CITY HALL.

PLEASE FILE A COMPLETE CONDITIONAL REZONING APPLICATION, TOGETHER WITH THE APPROPRIATE FEE, NOT LESS THAN THIRTY (30) DAYS PRIOR TO THE DATE OF THAT MEETING.

A PLANNING COMMISSION PUBLIC HEARING SHALL BE SCHEDULED FOLLOWING A DETERMINATION BY THE PLANNING DEPARTMENT THAT THE CONDITIONAL REZONING APPLICATION IS COMPLETE AND MEETS THE REQUIREMENTS OF THE TROY ZONING ORDINANCE.

1. NAME OF THE PROPOSED DEVELOPMENT: _____

2. ADDRESS OF THE SUBJECT PROPERTY: _____

3. CURRENT ZONING CLASSIFICATION OF SUBJECT PROPERTY: _____

4. PROPOSED ZONING CLASSIFICATION OF SUBJECT PROPERTY: _____

5. TAX IDENTIFICATION NUMBER(S) OF SUBJECT PROPERTY: _____

6. APPLICANT:	PROPERTY OWNER:
NAME _____	NAME _____
COMPANY _____	COMPANY _____
ADDRESS _____	ADDRESS _____
CITY _____ STATE _____ ZIP _____	CITY _____ STATE _____ ZIP _____
TELEPHONE _____	TELEPHONE _____
E-MAIL _____	E-MAIL _____

7. THE APPLICANT BEARS THE FOLLOWING RELATIONSHIP TO THE OWNER OF THE SUBJECT PROPERTY:

8. **SIGNATURE OF THE APPLICANT** _____ **DATE** _____

9. **SIGNATURE OF THE PROPERTY OWNER** _____ **DATE** _____

BY THIS SIGNATURE, THE PROPERTY OWNER AUTHORIZES PLACEMENT OF A SIGN ON THE PROPERTY TO INFORM THE PUBLIC OF THE REQUEST FOR CONDITIONAL REZONING.

CONDITIONAL REZONING APPLICATION CHECKLIST

THE FOLLOWING INFORMATION AND MATERIALS ARE NECESSARY FOR SUBMISSION:

- REQUIRED FEE
- ONE (1) FLASH DRIVE CONTAINING AN ELECTRONIC VERSION OF THE ENTIRE CONDITIONAL REZONING APPLICATION (PDF Format) EMAIL SUBMITTALS ARE ACCEPTABLE

ONE (1) HARD COPY OF THE FOLLOWING:

- COMPLETED CITY OF TROY CONDITIONAL REZONING APPLICATION FORM
- CERTIFIED BOUNDARY SURVEY
- CERTIFIED TOPOGRAPHIC SURVEY
- A STATEMENT INDICATING WHY, IN THE OPINION OF THE APPLICANT, THE REZONING REQUESTED IS CONSISTENT WITH THE MASTER PLAN, AND WHY SUCH A REZONING IS CONSISTENT WITH ADJACENT ZONING DISTRICTS AND USES, AND WILL NOT BE DETRIMENTAL TO THE PROPERTY OF OTHER PERSONS LOCATED IN THE VICINITY
- A WRITTEN STATEMENT PREPARED BY THE APPLICANT THAT INCLUDES: (1) A LIST OF CONDITIONS PROPOSED BY THE APPLICANT; (2) CONFIRMS THE CONDITIONAL REZONING AGREEMENT WAS PROPOSED BY THE APPLICANT AND ENTERED INTO VOLUNTARILY; AND (3) CONFIRMS THAT THE PROPERTY SHALL NOT BE USED OR DEVELOPED IN A MANNER THAT IS INCONSISTENT WITH CONDITIONS PLACED ON THE REZONING
- PROPOSED CONDITIONAL REZONING AGREEMENT
- IF SPECIAL USE APPROVAL IS REQUIRED THE APPLICANT SHALL INDICATE ON A 8½" X 11" ATTACHED SHEETS HOW THE PROPOSED SHALL BE COMPATIBLE WITH THE ORDERLY DEVELOPMENT OR USE OF THE ADJACENT PROPERTY AND/OR DISTRICTS

TWO (2) HARD COPIES OF THE FOLLOWING:

- PRELIMINARY SITE PLAN SHOWING PROPOSED SITE LAYOUT AND USES
- PRELIMINARY TREE PRESERVATION PLAN / TREE INVENTORY
- PRELIMINARY LANDSCAPE PLAN
- PRELIMINARY FLOOR PLANS
- PRELIMINARY ELEVATIONS
- PRELIMINARY GRADING PLAN

ALL HARD COPY DRAWINGS SHALL BE FOLDED, STAPLED, SEALED AND SIGNED BY A STATE OF MICHIGAN PROFESSIONAL ENGINEER, REGISTERED ARCHITECT, REGISTERED LANDSCAPE ARCHITECT OR PROFESSIONAL COMMUNITY PLANNER

PLANNING COMMISSION AGENDAS ARE ELECTRONIC

NOTICE TO APPLICANT

Public Hearing notices regarding requests for Conditional Rezoning will be sent to residents and property owners within 300 feet of the site involved in the request, notification signs will be placed on the property and notices will be posted on the City of Troy website and published in the newspaper of record. The opinions and concerns of residents and adjacent property owners are taken into consideration by the Planning Commission and the City Council in the course of their Public Hearings.