



Date: _____
Application Number: _____
Review Fee: \$ _____

VILLAGE OF BANCROFT REZONING APPLICATION

Applicant Information

Name: _____
Street Address: _____
City: _____ Zip: _____ Home Ph: _____ Day Ph: _____
E-Mail Address: _____

Property Owner (if different from applicant; if more than 1 list on separate sheet)

Name: _____
Street Address: _____
City: _____ Zip: _____ Home Ph: _____ Day Ph: _____
E-Mail Address: _____

Property for which rezoning is requested

Street Address: _____
Area of subject parcel (in acres if > than one acre, in square feet if less): _____
Tax Parcel ID#: _____ Zoning District: _____

Requesting rezoning from to _____
(Requested zoning classification)

I hereby affirm that the above information is correct to the best of my knowledge.

| | | |
|---|--------------------------|---------------|
| _____ Signature of Applicant | _____ Print/type name | _____ Date |
| _____ Signature of Property Owner (if different from applicant) | _____ Print/type name | _____ Date |

FOR OFFICE USE ONLY

_____ Date notice of Planning Commission meeting published.
_____ Date notice of Planning Commission meeting mailed to residents and property owners within 300'
of subject parcel.
Attach copy of published notice and list of property owners sent notice.

Planning Commission Recommendation

☐ Recommend approval ☐ Recommend denial ☐ Recommend approval w/changes

Date of Planning Commission meeting (minutes attached): _____

Village Council Decision

☐ Approval ☐ Denial ☐ Approval w/changes

Date of Village Council approval meeting (minutes attached): _____

Remarks: _____

(See reverse)

INSTRUCTIONS FOR FILING FOR PLANNING COMMISSION HEARING

The applications must be submit far enough in advance of the Planning Commission meeting to allow time to meet the requirements for advertising (15 days in advance of the meeting) and notifying the owners of property within 300 feet.

HEARINGS WILL NOT BE SCHEDULED UNLESS **ALL** INFORMATION IS SUBMITTED AND FEE PAID.

Applicant must attend the Village Planning Commission meeting or be represented by a person with written approval to act on behalf of applicant.

THE FOLLOWING MUST BE SUBMITTED BY THE APPLICANT:

1. A map at a scale of not less than 1"=50' showing the subject parcel in selection to adjoining parcels of land.
2. Proof of ownership - DEED
3. Completed application form
4. Application fee – Not Refundable (covers costs for meetings, advertisements, mailing, etc.)

The procedural requirements of the Michigan Zoning Enabling Act for amending the zoning ordinance including the requirement that the Planning Commission hold a public hearing, notice of which is to be given by publication in a local newspaper not less than 15 days before the date of the public hearing.

Following the public hearing, the Planning Commission shall then submit the proposed amendatory ordinance to the Village Council together with their recommendation and a summary of comments received at the public hearing.

The adoption of the ordinance or denial of the rezoning request will take place at the Village Council meeting.