



**Township Use Only**

RZ #: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Hearing Date: \_\_\_\_\_  
 Fee Paid: \_\_\_\_\_

**PUD, HPUD, OSC Rezoning & Conceptual Plan Application**  
 (Planned Unit Development, Haggerty Road Planned Unit Development, Open Space Community)

**Project Representative**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Owner**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Design Professional**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Description of Proposal**

\_\_\_\_\_

**Project Name:** \_\_\_\_\_ **Property ID Number:** \_\_\_\_\_  
**Location of Property:** \_\_\_\_\_ **Proposed Zoning District:** \_\_\_\_\_

**Application Signature**

The project representative indicated above must sign this application. All correspondence and notices regarding the plans will be transmitted to the project representative. By signing this application, the project representative is indicating that all information contained in this application, all accompanying plans and all attachments are complete and accurate to the best of his/her knowledge. This application is not valid unless it is accompanied by a review fee in accordance with the fee schedule as adopted by the Board of Trustees.

**Legal Owner:** \_\_\_\_\_ (Signature / Date) \_\_\_\_\_ (Print Name)

**Project Representative:** \_\_\_\_\_ (Signature / Date) \_\_\_\_\_ (Print Name)

\* Copy of deed, title and/or option to purchase must be provided at time of application.

## **Review Process & Submittal Requirements**

### **Review Process**

1. Approval of one of the development options (PUD, HPUD & OSC) includes a rezoning, concept plan and development agreement.
2. The rezoning, concept plan and development agreement are approved by the Township Board of Trustees, upon recommendation from the Planning Commission.
3. Township staff will review the submission to verify it is complete. Upon submittal of all required documentation, a public hearing will be scheduled for the next available Planning Commission meeting (the Planning Commission meets on the last Tuesday of each month at 7:00 P.M).
4. Review letters will be provided to the applicant the Friday before the meeting.
5. Review comments will be discussed at the Planning Commission meeting and if applicable, revised plans shall be submitted after the Planning Commission takes action (revised plans will not be accepted before, or on the night of, the Planning Commission meeting).
6. The Planning Commission will make a recommendation to the Board of Trustees. Any required revisions must be completed by the applicant prior to being placed on a Board of Trustees meeting agenda. The Board of Trustees meets on the third Thursday of each month at 7:00 P.M.
7. Upon approval of the rezoning, PUD concept plan and PUD agreement by the Board of Trustees, a final site plan, or subdivision plat, shall be submitted in accordance with the applicable review process.

### **Submittal Requirements**

1. Six (6) copies of the rezoning application, plan, agreement and related documentation for administrative review.
2. Ten (10) copies of the site plan and related documentation for Planning Commission review.
3. The copies must be folded with the printed side out. Sheet size shall not exceed 24" x 36".
4. An electronic PDF version of the concept plan.
5. Required materials must be received by the Planning Department by the submittal deadline published on our website at [www.twp.northville.mi.us](http://www.twp.northville.mi.us) or you may call our office at 248.348.5830 to confirm the deadline for Planning Commission submittals.

**PUD, HPUD, OSC REZONING & CONCEPTUAL PLAN SUBMISSION REQUIREMENTS - TO BE COMPLETED BY APPLICANT**

This checklist is provided as a general guide for a rezoning submittal. Please reference Chapter 170, Article 43, Amendments, and Article 20, Development Options, for the detailed submission and review criteria. Incomplete packets or inconsistent information may be returned to the applicant prior to the review.

REQUIREMENTS	PROVIDED	NOT APPLICABLE
<b>General Information</b>		
Proof of ownership or authorization from the land owner to submit the development proposal		
The legal description of the property		
Written responses to rezoning criteria (copy included with this application) and summary of project benefits		
<b>Requirements Specified in Article 20, Development Options</b>		
Plan(s) developed using 1983 State plane coordinates		
Impact assessment and traffic impact study as required by Article 32, Impact Assessment (if applicable)		
Site analysis map illustrating existing vegetation, woodlands, wetlands, water bodies, drainage patterns, driveways on adjacent property, existing buildings and structures, existing easements and adjacent land uses		
A conceptual land use plan indicating the location of land uses, vehicular circulation, building footprints or lots, the relationship between land use areas, type and density of dwelling units, type and layout of pedestrian/non-motorized facilities, street and parking layout, open space areas, general landscape plan, preservation areas, transition areas between existing residential areas, location of proposed recreation facilities, general storm water management facilities and conceptual layout for sanitary sewer and water		
Conventional alternative plan for (residential uses)		
The Planning Commission or Board of Trustees may request the applicant to prepare a market study or fiscal impact analysis to demonstrate support for one or more of the uses proposed or evaluate the fiscal impact on the Township		
A draft development agreement outlining proposed deviations from the zoning ordinance, defines responsibility and timing of public improvements, explains techniques to preserve and maintain open spaces and addresses other design and operational uses		
<b>Rezoning Sign</b>		
Applicant shall prepare and erect a sign in compliance with Resolution 31-135 (copy included with this application) announcing proposed zoning change		

**REZONING CRITERIA**

1. Consistency with the goals, policies and future land use map of the Charter Township of Northville Master Plan, including any sub area or corridor studies. If conditions have changed since the Master Plan was adopted, the consistency with recent development trends in the area.
2. Compatibility of the site's physical, geological, and hydrological and other environmental features with the host of uses permitted in the proposed zoning district.
3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with one (1) of the uses permitted under the current zoning.
4. The compatibility of all the potential uses allowed in the proposed zoning district with the surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.
5. The capacity of Township infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety and welfare" of the Township.
6. The capacity of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district.
7. The apparent demand for the types of uses permitted in the requested zoning district in the Township, and surrounding area, in relation to the amount of land in the Township, and surrounding area, currently zoned and available to accommodate the demand.
8. The boundaries of the requested zoning district are sufficient to meet the dimensional regulations for the zoning district listed in the Schedule of Regulations.
9. If a rezoning is appropriate, the requested zoning district shall be more appropriate from the Township's perspective than another zoning district.

**PUD, HPUD, OSC APPLICATION**

The Charter Township of Northville

**RESOLUTION NO. 91-135 - Adopted: July 11, 1991**

**SIGN REGULATIONS FOR PROPOSED REZONING**

**EFFECTIVE: July 11, 1991**

At a regular meeting of the Northville Township Board of Trustees held July 11, 1991, at 7:30 p.m. at the Northville Township Civic Center the following resolution was offered:

WHEREAS: In accordance with Section 125.284 M.C.L.A. as amended, the following administrative regulations shall be followed whenever an application for rezoning of land is made to the Planning Commission and/or to the Township Board, and said regulations be a prerequisite to the right of public hearing therein:

1. Twenty-one (21) days prior to the Public Hearing, a four (4) foot by eight (8) foot sign shall be erected in full public view along road frontage on the property to be rezoned. If the property to be rezoned is located at an intersection, then two (2) signs, one for each road, shall be required.
2. The required sign will be exempt from the requirements of the Sign Ordinance, Chapter 145, but a temporary sign permit to erect the sign must be obtained through the Township Planning Department. All information to be included on the sign shall be submitted with the permit application.
3. The sign shall contain the following information:
  - At the top of the sign, it shall read, "THIS PROPERTY PROPOSED TO BE REZONED."
  - The name of the real property of interest asking for the zoning change
  - The present zoning
  - Proposed or requested zoning sought and amount of acreage involved (map with dimensions).
  - Date, time and place of the Public Hearing on the rezoning.
4. The petitioner shall be responsible to erect, maintain and remove the sign. The sign shall be removed three (3) days after the Public Hearing. If the Public Hearing is adjourned, the date of the Public Hearing shall be changed on the face of the sign; and

WHEREAS: The Planning Commission recommends that the rezoning requested by the Township be exempt from erecting such signs; and

WHEREAS: The Planning Commission has reviewed and recommended this resolution at their regular Planning Commission meeting of June 25, 1991, therefore

BE IT RESOLVED: That the Northville Township Board of Trustees adopts the requirements and standards for posting signage for the publication of rezoning petitions.

AYES: Nowka, Williams, Cook, Lennox, Handyside and Goss

NAYS: none

**RESOLUTION DECLARED ADOPTED**

I, Thomas L. P. Cook, Clerk of the Charter Township of Northville, County of Wayne, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees at their regular meeting held on July 11, 1991, at 44405 six Mile Road.

Thomas L. P. Cook, Clerk