



Columbia Charter Township
Jackson County, Michigan
8500 Jefferson Road
Brooklyn, MI 49230

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ZONING ORDINANCE TEXT / MAP APPLICATION

FEE: \$800

(Additional funds for Escrow may be requested by the Zoning Administrator)

Please Note: All required information, copies, fees, and other materials as appropriate must be submitted and complete before the Township Planning Commission will set a public hearing date on the Zoning Amendment Application.

Type of Project: - Zoning Map Amendment - Zoning Ordinance Text Amendment

Project Name: _____

Project Location (Address): _____

Parcel Number(s) (Tax ID): 000- - - - - 000- - - - -

- Metes & Bounds Parcel - Platted / Subdivision Lot Numbers: _____

Zoning Map Amendment:

Current Zoning District: _____

Proposed Zoning District: _____

Number of Lots Proposed: _____

Total Acreage of Project: _____

Zoning Text Amendment:

(Please attached the existing zoning ordinance and the proposed revisions as a separate document)

Zoning Ordinance Article & Section proposed to be amended: _____

Project Description (reason for amendment):

Owner Information:

Name: _____ Phone Number: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address: _____

Applicant (If different than owner):

Name: _____ Phone Number: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address: _____

The undersigned states that the foregoing statements and attachments are true and correct to the best of their knowledge and belief.

Owner Signature: _____

Applicant Signature: _____

Date: _____

(if different than owner)

Date: _____

Zoning Ordinance - Section 17.3 Zoning Map/Text Amendment Procedures:

Application: A petitioner shall submit 10 copies of the completed Zoning Amendment Application Form and provide any additional documents detailing the request to the Zoning Administrator, along with any application fees. The Zoning Administrator shall record the date of their receipt and review the application materials for completeness. Any application not properly filed or complete shall be returned to the applicant with a written notice of deficiencies.

Public Hearing: Upon receipt of an application for an amendment, the Planning Commission shall establish a date and time for a public hearing on the application and conduct such hearing. The Planning Commission Chairperson may establish the hearing date and time as representative of the Planning Commission. Notice of the public hearing shall comply with Section 2.11.

Planning Commission Review / Recommendation: In reviewing any amendment petition, the Planning Commission shall identify and evaluate all factors relevant to the application.

Zoning Map Amendment: If the petition involves an amendment to the official zoning map, matters to be considered by the Planning Commission shall include, but need not be limited to, the following:

1. What, if any, identifiable conditions related to the petition have changed which justify the proposed zoning district change?
2. What is the impact of the zoning district change on the ability of the Township and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future if the proposed zoning district change is adopted?
3. Will the petitioned district change adversely affect the value of the surrounding property?
4. Is the site's environmental features compatible with the host of uses permitted in the proposed district, and will development under the petitioned district change be likely to adversely affect environmental conditions?
5. Can the subject parcel comply with all requirements of the proposed zoning classification?
6. Is the subject property able to be put to reasonable economic use in the zoning district in which it is presently located?
7. Is the petitioned district change consistent with the zoning classification of surrounding land?
8. Does the petitioned district change generally comply with the Master Plan?
9. What are the precedents and the possible effects of such precedent which might result from the approval or denial of the petition?

Zoning Text Amendment: If the petition involves an amendment to the text of the Ordinance, matters to be considered by the Planning Commission shall include, but need not be limited to, the following:

1. Is the amendment petition supported by documentation, such as from the Zoning Board of Appeals, that the proposed amendment would minimize problems or conflicts with specific sections of the Ordinance?
2. Is the amendment petition supported by reference materials, planning and zoning publications, information gained at seminars or experiences of other communities to more effectively address certain zoning issues?
3. Is the amendment petition supported by significant case law?

Planning Commission Recommendation: Following the hearing, the Planning Commission shall transmit a summary of comments received at the hearing to the Township Board, along with its recommended action on the petition. The Planning Commission shall also forward its recommended action on the petition to the Jackson County Planning Commission for advisory comments.

Township Board Action: After receiving the findings and recommendations of the Planning Commission, the Township Board at any regular meeting or at any special meeting called for that purpose, shall consider said findings and recommendations. The Township Board may refer any proposed amendment back to the Planning Commission for further consideration and comment within a time specified by the Township Board. The Township Board may adopt the amendment, with or without changes. Such action shall be by Ordinance, requiring a majority vote of the Township Board.

Publication of Notice of Ordinance Amendments: Following adoption of amendments by ordinance by the Township Board, the amendment ordinance shall be filed with the Township Clerk and one notice of adoption shall be published in a newspaper of general circulation in the Township within 15 days after adoption. The adoption notice shall provide either a summary of the regulatory effect of the amendments including the geographic area affected, or the text of the amendment, and the effective date of the amendment ordinance and the place and time where a copy of the amendment ordinance may be purchased or inspected.

Effective Date: The effective date of an amendment ordinance shall be the expiration of 8 days after publication of the notice of adoption.

Resubmittal: No petition for an amendment which has been denied by the Township Board shall be resubmitted for a period of 1 year from the date of the last denial, except on grounds of newly-discovered evidence or proof of changed conditions, found upon inspection by the Planning Commission to be valid.

For Office Use Only:

PLANNING COMMISSION: This ZONING MAP / TEXT AMENDMENT was:

- Recommended to the Township Board for APPROVAL / DENIAL by the Planning Commission on: (Date) _____.
- Minutes attached from Planning Commission meeting(s).

JACKSON COUNTY PLANNING COMMISSION: This ZONING MAP / TEXT AMENDMENT was:

- Recommended to the Township Board for APPROVAL / DENIAL by the Jackson County Planning Commission on: _____.

TOWNSHIP BOARD OF TRUSTEES: This ZONING MAP / TEXT AMENDMENT was:

- APPROVED / DENIED by the Township Board on: (Date) _____.

NOTICE OF ADOPTION: Notice of Ordinance Adoption was published in the Brooklyn Exponent on: _____.

EFFECTIVE DATE of Ordinance Text / Zoning Map : _____.

Zoning Administrator