



Planning and Zoning Department
47275 Sugarbush
Chesterfield Township, MI 48047
Phone: (586) 949-0400
Fax: (586) 949-0405
www.chesterfieldtwp.org

Rezoning Request
Application Form

EVERY PAGE MUST BE COMPLETED & NOTARIZED

SEE "REZONING OVERVIEW" IN HANDBOOK FOR COMPLETE DETAILS ABOUT OUR SUBMITTAL PROCEDURES

Office Use
Application # \_\_\_\_\_ Receipt # \_\_\_\_\_ Date \_\_\_\_\_
Admin Fee \_\_\_\_\_ Planner Fee \_\_\_\_\_ Sign Bond \_\_\_\_\_

I. APPLICANT

APPLICANT'S NAME \_\_\_\_\_
ADDRESS \_\_\_\_\_
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_
PHONE \_\_\_\_\_ EMAIL/FAX \_\_\_\_\_
INTEREST IN PROPERTY \_\_\_\_\_

II. PROPERTY INFORMATION

PROPERTY ADDRESS \_\_\_\_\_
PARCEL \_\_\_\_\_
GENERAL LOCATION \_\_\_\_\_
LEGAL DESCRIPTION  ATTACHED  ON SURVEY
PROPERTY SIZE IN ACRES \_\_\_\_\_ FRONTAGE FEET \_\_\_\_\_
EXISTING ZONING \_\_\_\_\_ PROPOSED ZONING \_\_\_\_\_
CURRENT USE \_\_\_\_\_
PROPOSED USE \_\_\_\_\_

III. OWNERSHIP INFORMATION

LEGAL OWNER \_\_\_\_\_
ADDRESS \_\_\_\_\_
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_
PHONE \_\_\_\_\_ EMAIL/FAX \_\_\_\_\_

IV. SIGNATURES (This application form must be signed by both the applicant and legal owner of property)

The undersigned deposes that the foregoing statements and answers and accompanied information are true and correct.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

(Print/type name of Applicant)

\_\_\_\_\_  
SIGNATURE OF LEGAL OWNER

(Print/type name of Legal Owner)



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APPLICANT INFORMATION FORM

Office Use
Application # \_\_\_\_\_ Date Received \_\_\_\_\_
Copy of driver's license attached?
 YES  NO

I. TYPE OF APPLICATION

- Site Plan, Special Land Use, Planned Unit Development, Rezoning, Condominium Subdivision, Zoning Board of Appeals, Sign Permit, Subdivision, Tree Permit

II. APPLICANT INFORMATION

APPLICANT'S NAME \_\_\_\_\_
ADDRESS \_\_\_\_\_
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_
PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_
DRIVERS LICENSE OR STATE ID NUMBER \_\_\_\_\_

III. SIGNATURE

The undersigned deposes that the foregoing statements and answers and accompanied information are true and correct.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
(Print/type name of applicant)



CHARTER TOWNSHIP OF CHESTERFIELD  
COUNTY OF MACOMB, STATE OF MICHIGAN

RESOLUTION REQUIRING PUBLIC NOTICE SIGNS TO BE ERECTED  
ON REZONING REQUEST

Memorandum of Resolution made and adopted at a regular meeting of the Board of Trustees of the Charter Township of Chesterfield, Macomb County, Michigan, held in the Township Hall on Monday, May 7, 2001 at 7:00 P.M.

PRESENT: Supervisor Ellis, Clerk Bowles, Treasurer Miller Trustees:  
Garvin Jones, Kull, and Smolarek

ABSENT: None

The following preamble and resolution were offered by Board Member Smolarek and supported by Board Member Garvin.

WHEREAS, Act No. 184 of the Public Acts of 1943, as amended, known as the Township Zoning Act ("Act"), requires that a Public Hearing be held by the Planning Commission on all amendments or supplements to the Zoning Ordinance of Chesterfield Township prior to submitting its recommendations to the Township Board; and

WHEREAS, pursuant to the Act, notice of the Public Hearing is required to be given by two (2) publications in a newspaper of general circulation in Chesterfield Township ("Township") within certain specified time limitations prior to the date of the Public Hearing; and certain notices of the time, place, and purpose of the Public Hearing are required to be delivered personally or by mail to the owners of the property proposed for rezoning, to all persons to whom any real property within three hundred (300') feet of the property proposed for rezoning is assessed, to the occupants of all single and two-family dwellings within three hundred (300') feet of the property proposed for rezoning, and to certain other persons within certain specified time limitations prior to the date of the Public Hearing; and

WHEREAS, the Township Board adopted, "Resolution Requiring Public Notice Signs To Be Erected on Rezoning Requests", on November 6, 2000, which require that signs be posted upon property which is requested by the owners thereof to be rezoned for the purpose of furthering public awareness; and

WHEREAS, the Township Board desires to revise the procedure to be followed upon receipt of a petition to rezone property within the Township set forth on November 6, 2000; and

NOW, "THEREFORE, BE IT RESOLVED THAT on Monday, May 7, 2001, the Board of Trustees of the Charter Township of Chesterfield, Macomb County, Michigan that;

- 1 Whenever the Planning Commission of Chesterfield Township receives a petition to rezone any parcel of land within the Township and sets a date for a Public Hearing thereon, the Planning Department shall give written notice to the Ordinance Enforcement Officer or Supervisor Designee of the date of the Public Hearing to verify that the property proposed to be rezoned has indeed been conspicuously posted by the Petitioner with one or more rezoning signs.
- 2 The rezoning signs shall be prepared by the Township, and shall be thirty-six (36") inches by forty eight (48") inches in size. The height of the post shall be determined by the landscape of the property proposed to be rezoned to assure visibility from the road. The sign shall state: THIS PROPERTY IS PROPOSED FOR REZONING FROM \_\_\_\_\_ TO \_\_\_\_\_ (such blanks will be filled in with the proper terms by the Township) – Contact Chesterfield Township at 949-0400. The sign will consist of a red background with white lettering.
- 3 The rezoning signs shall be erected by the Petitioner, Property Owner, or his agent on the property proposed for rezoning not more than twenty (20) days, nor less than fifteen (15) days, prior to the date of the Public Hearing. The sign shall be erected in full view along the road frontage of the property, which is sought to be rezoned. If the property (in the opinion of the Township Planning Department) has frontage on two major streets, two signs shall be erected. Failure to comply, shall result in the continuance of the Public Hearing.
- 4 The rezoning signs shall be removed from the property by the Petitioner, Property Owner, or his agent and returned to the Township Planning Department within fifteen (15) days after the Public Hearing is closed or the date the petition is withdrawn.
- 5 The Posting of the property proposed for rezoning shall be in addition to all other publications and notices required by the Act and shall be paid for by the Petitioner as part of the application fee. The amount shall be determined by the Planning Department and approved by the Township Board of Trustees. This fee shall be nonrefundable.
- 6 The Planning Department shall deliver a copy of this Resolution to the person who petitions to rezone any parcel of land within the Township at the time the petition is received. The Planning Department shall receive a statement of "ACKNOWLEDGEMENT",

signed by the Petitioner and Property Owner. The acknowledgement shall read as follows:

ACKNOWLEDGEMENT

Petition No. \_\_\_\_\_

\_\_\_\_\_  
Property Address

I have read and understand the Policy on the Erecting of a Public Notice Sign on Rezoning Requests.

It is understood and accepted that the Petitioner has full responsibility in installing, maintaining, and removing any and all signs placed on property, sought to be rezoned under this petition number. Further, I hereby grant permission to the Charter Township of Chesterfield to enter on to the property for the removal of the Public Notice Sign. Such removal by the Township will be conducted only if the Petitioner, or Property Owner fails to do so within the given time period.

Petitioner Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

7. Should the Township initiate a rezoning involving privately owned and or Township owned property, the rezoning sign shall be required and erected by the Department of Public Works (“DPW”). Master plan rezoning involving major ordinance map amendments or the adoption of a new zoning map shall not be subject to this resolution.