



**CITY OF WARREN
PLANNING COMMISSION**

JAMES R. FOUTS, MAYOR
ONE CITY SQUARE, STE. 315
WARREN, MICHIGAN 48093-5283
PHONE: (586) 574-4687 FAX: (586) 574-4645

**PUD APPLICATION FOR:
PLANNED UNIT DEVELOPMENT (PUD)**

**Fee: \$1,200 (5,000 sq. ft. or less) plus \$20 per additional 1,000 sq. ft.
EFFECTIVE 3/25/14**

Rezoning Sign Deposit: \$500.00

PLEASE TYPE OR PRINT
APPLICANT

Name/Company Phone Fax

Address City/State/Zip

LEGAL OWNER
(If different than applicant)

Name/Company Phone Fax

Address City/State/Zip

ADDRESS OF PROPERTY _____ PARCEL NUMBER 13- _____

CURRENT ZONING DISTRICT(S) _____ PROPOSED ZONING DISTRICT(S) _____

LEGAL DESCRIPTION (Attach additional sheet if necessary) _____

I have read and understand the application and requirements for Rezoning Approval.

APPLICANT

Name/Company Phone Fax

Address City/State/Zip

LEGAL OWNER
(If different than applicant)

Name/Company Phone Fax

Address City/State/Zip

REZONING PROCEDURE:

Step 1 A completed application, including the affidavit of ownership, thirteen (13) copies of a property survey, thirteen (13) copies of a concept site plan and the applicable fee must be submitted to the Planning Department. The petitioner should also attach a letter to the application describing why a rezoning is being requested and detailing any hardships if any, that have occurred in developing the property as currently zoned. The rezoning request will be placed on a Planning Commission agenda in accordance with the submittal schedule prepared by the Planning Staff.

Step 2 In addition to the application fee, the petitioner must also provide a **separate** \$500 rezoning sign deposit to the Planning Department at the time of application submittal. A rezoning sign will be posted on the site by the City prior to the Planning Commission public hearing and remain until after the City Council Public Hearing.

Step 3 The petitioner will receive a notice informing them of the Planning Commission public hearing scheduled for their item. Attendance at the Planning Commission meeting is mandatory.

Step 4 The Planning Commission will hold a public hearing and issue their recommendation regarding the request. This recommendation is forwarded to City Council. The petitioner will also receive formal correspondence from the Planning Commission secretary detailing the Planning Commission's recommendation.

Step 5 The petitioner will receive a notice informing them of the City Council public hearing scheduled for their item. Attendance at the City Council meeting is mandatory.

Step 6 City Council will hold a public hearing and either approve or deny the rezoning request. If the request is approved, an approving resolution is filed with the City Clerk and recorded with the Macomb County Register of Deeds.

Step 7 The rezoning sign will be removed by the City following the City Council's decision, and the \$500 rezoning sign deposit will be returned to the petitioner.



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PHONE: (586) 574-4687 FAX: (586) 574-4685

PUD APPLICATION

Plan Requirements

Please be sure to include as much of the information listed below as possible on the property survey and concept site plan.

A. Title Block

1. Project Name and Address
2. Designer Name and Address
3. Drawing Date
4. North Arrow with Drawing Scale
5. Embossed/Stamped and Signed Seal

B. Property Description

1. Legal Description
2. P.I.N. Number(s) (Sidwell)
3. Property Lines, Bearings & Distance
4. Small Location Map
5. 100-year Flood Plain Boundary

C. Zoning Ordinance Requirements

1. Provide setbacks for all structures, impermeable areas, storage areas, etc. – measured to property lines
2. Site Data Chart must contain the following:
 - Zoning district(s) and setbacks (both required and existing or proposed)
 - Site area (ft² or acreage)
 - Area of proposed structure(s)
 - Structure height
 - Proposed outdoor storage area
 - Proposed outdoor sales area
 - Parking requirements for proposed use
 - Proposed parking area(s)

D. Structures (dimensioned)

1. Principal Structure(s)
2. Accessory Structures(s)
3. Trash Enclosure
4. Greenbelt(s), Fence(s), Wall(s), Earthen Berm(s)
5. Storage Area(s)

E. Impermeable Surface Areas (dimensioned)

1. Parking Area(s)
2. Driveway(s) (26 ft. minimum)
3. Public/Private Sidewalk(s)
4. Plaza(s)

F. Parking Areas and Circulation (dimensioned)

1. Parking Area(s)
2. Barrier-Free Parking Space(s)
3. Loading Zone(s)
4. Maneuvering Lane(s)
5. Vehicle Circulation Arrows

G. Abutting Properties (within 50 ft.)

1. Zoning District(s)
2. Structure(s) and uses of close proximity
3. Driveway(s)
4. Sidewalk(s)
5. Parking Area(s)

H. Public/Private Streets and Roads

1. Name and Class (thoroughfare, collector, etc.)
2. Defined Centerline
3. Existing and Planned Right-of-Ways
4. Public Alley(s), Walkway(s), etc.

AFFIDAVIT OF OWNERSHIP OF LAND FOR REZONING

I, WE _____
Name(s) of Person(s)

OF _____
Address, City, State _____ Zip _____ Telephone _____

THE _____ OF _____
Title of Officer _____ Name of Company _____

BEING DULY SWORN, DEPOSE(S) AND SAY(S) THAT _____

_____/RECORDED LAND CONTRACT PURCHASER(S) I/We/It _____/RECORDED DEEDHOLDER(S)

OF LAND FOR WHICH SUBMITTAL HAS BEEN/WILL BE MADE TO THE CITY OF WARREN, MACOMB COUNTY, MICHIGAN IN A:

PETITION FOR HEARING BY THE CITY OF WARREN PLANNING COMMISSION

FURTHER, THAT _____ *

THE _____ OF _____ *

OF _____
Address, City, State _____ Zip _____ Telephone _____

IS/ARE/MY/OUR DESIGNATED REPRESENTATIVE(S) IN THE PROCESSING OF SAID PETITION.

FURTHER, DEPONENT SAYS NOT.

SIGNED _____ L.S.

SIGNED _____ L.S.*

*Leave blank if not applicable.

STATE OF MICHIGAN
COUNTY OF _____

ON THIS _____ DAY OF _____, 20____, BEFORE ME PERSONALLY CAME
_____, TO ME KNOWN TO BE THE INDIVIDUAL (S) NAMED IN AND
WHO EXECUTED THE FOREGOING AFFIDAVIT, FOR THE PURPOSE AS STATED, AND
ACKNOWLEDGED THAT _____ DID SO OF _____ OWN FREE WILL AND DEED.

NOTARY PUBLIC, _____ COUNTY, MICHIGAN
MY COMMISSION EXPIRES: _____

NOTICE TO OWNER

If a representative appears on your behalf, they must be informed of all pertinent data relative to your request. Failure to answer any question from the Commission could result in your request being delayed or denied.
IT IS RECOMMENDED THAT YOU appear in person.