



CITY OF MUSKEGON

933 Terrace Street, Muskegon, MI 49440

231.724.6702

www.shorelinecity.com

PLANNING & ZONING APPLICATION

Site Plan Review

- ☐ Staff Review - Minor (\$250)
- ☐ Staff Review - Major (\$500)
- ☐ Planning Commission Review (\$700)

Mobile Food Vendor Permit

- ☐ 89 Days or Less (no fee)
- ☐ 90 Days to 1 year (\$100 / \$500 w/public hearing)
- **Application fees are non-refundable.**
- **Alley/Street vacations require 90 day advance notice.**

Planning Commission

- ☐ Special Use Permit (\$800)
- ☐ Rezoning (\$800)
- ☐ Ordinance Amendment (\$800)
- ☐ PUD - Preliminary (\$600)
- ☐ PUD - Final / Amendment (\$800)
- ☐ Vacation - Alley or Street (\$800)

Zoning Board of Appeals

- ☐ Variance - Residential (\$400)
- ☐ Variance - Commercial/Industrial (\$500)
- ☐ Ordinance Interpretation - Res (\$400)
- ☐ Ordinance Interpretation - Comm/Ind. (\$500)
- ☐ **SPECIAL MEETING (\$500)**

■ Property Information

Address/Location :	<input type="text"/>		
Current Zoning :	<input type="text"/>	Current Use :	<input type="text"/>
Proposed Zoning :	<input type="text"/>	Proposed Use :	<input type="text"/>
Explanation of Request :	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		

■ Applicant Information

Name :	<input type="text"/>	Organization :	<input type="text"/>
Address :	<input type="text"/>		
Phone :	<input type="text"/>	Email :	<input type="text"/>

I hereby attest that all information on this application is, to the best of my knowledge, true and accurate.

Signature :	<input type="text"/>	Date :	<input type="text"/>
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Applicant is the :	<input type="checkbox"/> Owner	<input type="checkbox"/> Lessee	<input type="checkbox"/> Contractor/Architect	Other <input type="text"/>
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If the applicant is not the owner of the property, complete the following :

Owner Name :	<input type="text"/>	Address :	<input type="text"/>
Phone :	<input type="text"/>	Email :	<input type="text"/>
Owner Signature :	<input type="text"/>	Date :	<input type="text"/>

I hereby grant permission for members of the City of Muskegon (Planning Commission, Zoning Board of Appeals, City Commission, or Staff) to enter the property described on this application for the purpose of gathering information related to this application.

(Note to applicant: This is optional and will not affect any decision on your application.)

Signature :	<input type="text"/>	Date :	<input type="text"/>
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City Staff

Received By :	<input type="text"/>	
Date Received :	<input type="text"/>	
Paid By :		
<input type="checkbox"/> Cash	<input type="checkbox"/> Credit	<input type="checkbox"/> Check
Meeting Date (if applicable)	<input type="text"/>	

The following questions are for Zoning Board of Appeals requests only and must be answered (if applicable) as part of a complete application package.

A complete description of zoning variances can be found in Article XXV of the Zoning Ordinance.

1. Why should your property be unique compared to others in the neighborhood?

2. What property rights do your neighbors enjoy that you can't because of the nature of your property?

3. Will granting a variance to you negatively affect your neighbors or the public?

4. Who or what is the cause of the difficulty with the current ordinance?

5. Do you have reasons, other than financial gain, for asking for the variance?

6. Could you get by with less of a variance from the ordinance requirement(s)?

7. Will this variance alter the essential character of the area?

8. Is your preferred property use specifically mentioned in the ordinance as not being allowed in your zoning district?

