

CPC File #: _____

Date of Filing: _____

RE: _____

City Planning Commission
208 Coleman A. Young Municipal Center
Detroit, Michigan 48226
(313) 224-6225 (phone)
(313) 224-4336 (fax)

**APPLICATION FOR DEVELOPMENT PROPOSAL APPROVAL IN THE
PD (PLANNED DEVELOPMENT), PC (PUBLIC CENTER) AND
PCA (RESTRICTED CENTRAL BUSINESS DISTRICT) ZONING DISTRICTS**

The City Council of the City of Detroit requires a report and recommendation from the City Planning Commission on development proposals proposed in PD, PC, and PCA zoning districts. Please provide the following necessary information regarding the proposal so that the Commission may proceed in its review and processing of this request.

Section 50-3-3 of the Detroit Zoning Ordinance states that application for rezoning may be initiated by petition from:

1. all owners of the property that is the subject of the application;
2. the owners' authorized agents;
3. any review or decision-making body; or
4. other persons with a legal interest in the subject property, such as a purchaser under contract.

Petitions of the City Council are to be made through the City Clerk, via separate written request prepared by the applicant or the completion of form available from the City Planning Commission.

The applicant will be notified at least seven (7) days prior to the meeting at which the proposal will appear on the Commission's agenda.

The applicant (or a representative of the applicant) is expected to be in attendance at the required public hearings to present the proposal and to answer any questions regarding the matter.

The City Planning Commission may request all necessary information pertaining to any development matters referred to it by the City Council in carrying out its duties as set forth in Section 4-302 and 6-204 of the 2012 City Charter.

Failure to answer all pertinent questions and to supply all of the requested information will delay processing of this proposal.

NOTE: Applicants proposing a rezoning to the PD (Planned Development District) zoning classification must complete this application.

Signature of Applicant: _____

Date: _____

ZONING FEE:

Effective January 11, 1995, the applicant will be charged a fee for the processing of a request to rezone property. The fee schedule is as follows:

<u>Size of Property</u>	<u>Fee</u>
One acre or less	\$350.00
Over one acre	\$350.00 for the first acre plus \$25.00 for each additional acre to a maximum of \$1,000.00

Payment of the fee must be in the form of a check or money order payable to the "City of Detroit - Treasurer". When the City Planning Commission has accepted payment, the applicant should formally submit the petition to the office of the City Clerk.

ZONING CHANGE PROCEDURES:

A change in the zoning classification on property located within the City of Detroit requires action by the City Planning Commission (after the holding of a State-required public hearing) and approval by the City Council (after the holding of a Charter-required public hearing).

A change in zoning usually takes from three to four months to accomplish (from the date of submittal of the complete application to the effective date of the zoning change).

At each of the required public hearings, all owners of property, residents, businesses and known community organizations within 300 feet of the property in question are notified of the proposal and of the time, date and place of the hearing. The applicant will be responsible for posting public notice of the public hearing on the property in question in a manner acceptable to the Planning Commission. The persons so notified are invited to attend the hearing, hear presentations on what is being proposed, and express their opinions on the proposal if they so desire.

It is mandatory that the applicant, or the applicant's officially designated representative, attend both of the public hearings and justify to the satisfaction of the members of the City Planning Commission and the members of the City Council that the current zoning classification is inappropriate, and that the proposed change and resultant development can take place and be accomplished without adversely affecting the surrounding properties.

ITEMS 1 - 20 TO BE COMPLETED BY ALL APPLICANTS

(1) Name of Applicant: _____

Address of Applicant: _____

City, State, Zip Code: _____

Telephone Number: _____

(2) Name of Property Owner: _____

Address of Property Owner: _____

City, State, Zip Code: _____

Telephone Number: _____

(3) Name of Architect (if any): _____

Address of Architect: _____

City, State, Zip Code: _____

Telephone Number: _____

(4) Proposed Manager (if any): _____

Address of Manager: _____

City, State, Zip Code: _____

Telephone Number: _____

(5) Name of Developer: _____

Address of Developer: _____

City, State, Zip Code: _____

Telephone Number: _____

(6) Title of Proposal: _____

(7) General Description of Proposal: _____

(8) Address of Subject Parcel: _____
Between _____ and _____
(Street) (Street)

(9) Legal Description of Subject Parcel: (May be attached)

(10) General Location of Subject Property:

(11) Present Zoning of Subject Parcel:

(12) Proposed Zoning of Subject Parcel (if change is being requested):

(13) Size of Subject Parcel (Dimensions): _____
(Acreage): _____

(14) If rezoning to PD is proposed, state reason why the present zoning classification is not appropriate and why the PD zoning classification is more appropriate.

(15) Zoning of Adjacent Properties:

To the North - _____

To the South - _____

To the East - _____

To the West - _____

(16) Development of Adjacent Properties:

To the North - _____

To the South - _____

To the East - _____

To the West - _____

Size of Proposed Structure(s)

(17) Ground Coverage Dimensions of Each Structure:

(A) _____

(B) _____

(C) _____

(D) _____

(E) _____

(18) Gross Square Footage of Each Total Structure and Each Floor of Each Structure(s):

(A) _____

(B) _____

(C) _____

(D) _____

(E) _____

(19) Height (in stories and feet) of Each Structure(s):

(A) _____

(B) _____

(C) _____

(D) _____

(E) _____

(20) Total Gross Square Footage of All Structures: _____

COMPLETE LINES 21 – 25 IF RESIDENTIAL DEVELOPMENT IS PROPOSED

(21) The total number of each type of residential building proposed (townhouse, garden apartments, etc.)

(22) Total Number of Dwelling Units: _____ of which

_____ are efficiency units of _____ sq. ft. each;

_____ are 1-bedroom units of _____ sq. ft. each;

_____ are 2-bedroom units of _____ sq. ft. each;

_____ are 3-bedroom units of _____ sq. ft. each; and

_____ are other (specify) _____ of _____ sq. ft. each.

(23) Anticipated Rent Structure: _____

(24) Number of Subsidized Units: _____

(25) Special Amenities Provided (swimming pool, community area, outdoor recreation, etc.)

(26) IF NON-RESIDENTIAL DEVELOPMENT IS PROPOSED, STATE IN DETAIL THE INTENDED USE OF THE BUILDING(S):

COMPLETE ITEMS 27 - 29 IF THE PROPOSED DEVELOPMENT IS WITHIN A CITIZENS' DISTRICT COUNCIL AREA

(27) Name of Citizens' District Council: _____

(28) Date of Citizens' District Council Approval: _____

(29) Date of Detroit Housing Commission Approval: _____

REMAINING ITEMS TO BE COMPLETED BY ALL APPLICANTS

(30) Total Number of Off-Street Parking Spaces Proposed: _____ of which _____ will be structure parking and _____ will be surface parking.

(31) Size of Surface Parking Area (square feet): _____

(32) Size of Parking Structure Ground Coverage (square feet): _____

(33) Number of Levels: _____

(34) Number of off-street parking spaces required by Zoning Ordinance: _____

(35) Types of Financing/Subsidy Mechanisms: _____

(36) (IF APPLICABLE) Number and type of structure(s) presently existing on site that are to be demolished as part of this development:

(37) (IF APPLICABLE) Legal description of streets and alleys (or portions thereof) to be vacated (a separate sheet must be attached justifying in substantial detail such vacations and stating impact such vacations would have on adjacent properties; in addition, because staff of the Commission will be contacting the Department of Transportation, the Department of Public Works, the Police Department and the Fire Department and requesting each Department's official written opinions on these vacations, time will be saved if the applicant has already made the necessary contacts and has attached the Department's official opinions in writing to this application)

(38) (IF APPLICABLE) Legal Description of streets and alleys to be dedicated (may be attached); (in addition, because staff of the Commission will be contacting the Department of Transportation, the Department of Public Works, the Police Department and the Fire Department and requesting each Department's official written opinions on these dedications, time will be saved if the applicant has already made the necessary contacts and has attached the Department's official opinions in writing to this application):

(39) (IF APPLICABLE) Nature of Necessary Modification to an Adopted Development Plan:

(40) Describe any energy saving features of this development:

(41) Community Organizations and/or Block Clubs contacted by applicant:

Group Name/Address	Contact Person/Phone Number
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(42) Adjacent Property Owners, Businesses or Residents contacted by Applicant:

<u>Name</u>	Indicate:		<u>Address</u>	<u>Address of Adjacent Property</u>	<u>Phone</u>
	<u>Owner</u>	<u>Business Resident</u>			
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

(43) Number of new employees anticipated as a result of this proposal:

Temporary: _____

Permanent: _____

(44) Anticipated Beginning Construction Date: _____

(45) Anticipated Construction Completion Date: Partial- _____

Total- _____

(46) Letters of Review and/or comment from Reviewing Agencies attached:

___ D-DOT	Dated: _____
___ Planning & Development	Dated: _____
___ Recreation	Dated: _____
___ Police	Dated: _____
___ Fire	Dated: _____
___ Public Lighting	Dated: _____
___ Aviation	Dated: _____
___ Air Quality Management	Dated: _____
___ DPW	Dated: _____
	Dated: _____
	Dated: _____

PLANS AND MAPS:

Submit ten (10) copies of plans and maps of the proposed development at a scale of not less than 1" = 20' if the subject parcel is under 3 acres, and not less than 1" = 100' if the subject parcel is 3 acres or more. Such plans and maps are to be fully dimensional and must include the following details:

- A. Outline of subject parcel with all adjacent and abutting public right-of-way lines.
- B. Layout and configuration of all buildings presently existing on the subject parcel.
- C. Layout and configuration of all proposed buildings and existing buildings to remain on the subject parcel.
- D. Layout and configuration of proposed parking area(s), access road(s), and screening, as well as vehicular and pedestrian circulation patterns within and adjacent to the site.
- E. Sign location(s) and detail(s) (if applicable).
- F. Survey indicating existing on-site utility easement(s) and installation location(s).
- G. Landscaping plan indicating height (existing height or height at time of planting), species and location of such, and indicating which are existing and which are to-be-planted.
- H. All elevations of proposed building(s) with indication of the type of exterior materials to be used.
- I. Location and design of pedestrian and driveway/parking area lighting fixtures (if applicable).
- J. Location of alleys and/or streets to be vacated and/or dedicated (if applicable).
- K. Location of all outside trash or rubbish storage areas.