



GRAND HAVEN CHARTER TOWNSHIP

SPECIAL LAND USE APPLICATION

Application Type	Fee	Escrow*
Overlay Zone	\$750	\$2,000
Regular	\$500	\$2,000
Amendment	\$550	\$1,000

Utility Escrow**	
Main Extension	\$5,000
Lift Station	\$2,000

Procedural information is included with this application. The full Zoning Ordinance is available at ghtmi.gov/resources/ordinance/.

Applicant Information

Name _____
 Phone _____
 Address _____
 Email Address _____

Owner Information *(If different from applicant)*

Name _____
 Phone _____ Email _____
 Address _____

Property Information

Address/Location _____
 Parcel Number 70 - - - - Size (acres) _____
 Current Zoning _____ Master-Planned Zoning _____

Description of Proposed Use/Request *(attach additional pages as needed)*

NOTE: The architect, engineer, planner, or designer shall be responsible for utilizing the Township Ordinance books and following all applicable requirements, including those of Chapters 12 and 18 of the Zoning Ordinance.

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

Signature of applicant

Date

** To cover cost of legal and consulting fees, may be increased as necessary*

*** If approval of this application requires/includes the extension of a municipal utility, an additional \$5,000 escrow fee shall be required, and an additional \$2,000 escrow fee shall be required for the installation of a lift station.*

For Office Use Only

Date Received _____

Fee Paid? _____

Materials Received: Site Plans _____

Location Map _____

Survey _____

Legal Description _____

Dated copy of approved minutes sent to applicant? _____

Date Sent _____

PLANNING COMMISSION USE ONLY

Approval _____

Tabled _____

Denied _____

Conditional Approval _____

The following conditions shall be met for approval:

Signature of Planning Commission Chair

Date



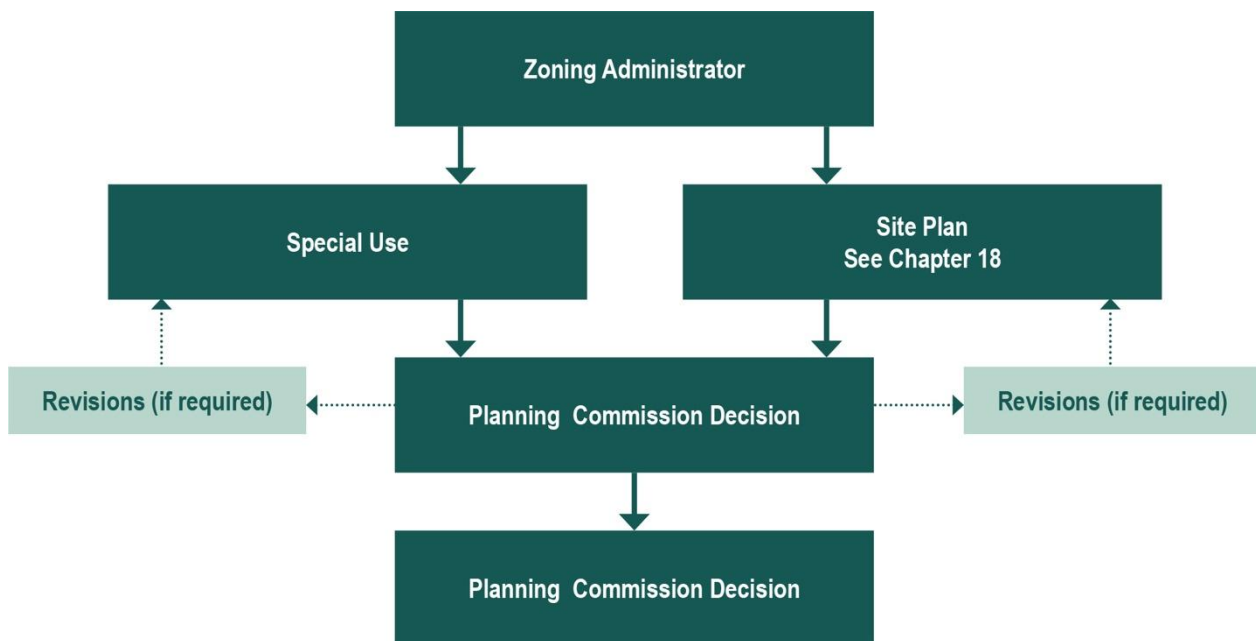
Section 12.01 PURPOSE.

This Chapter provides a set of procedures and standards for Special Land Uses of land or structures which, because of their unique characteristics, require special consideration in relation to the welfare of adjacent properties and the community as a whole. The regulations and standards, herein, are designed to allow practical latitude for the applicant, and at the same time maintain adequate provisions for the protection of the health, safety, convenience, and general welfare of Grand Haven Charter Township. For purposes of this Ordinance, all Special Land Uses within the various districts are subject to the conditions and standards of this Chapter. In addition, the following uses shall conform to the specific standards cited in this Ordinance, as applicable.

Section 12.02 APPLICATION PROCEDURES.

Special Land Use Applications must be submitted to the Zoning Administrator, for review by the Planning Commission. All Special Land Use Applications must be accompanied by a Site Plan, which will be reviewed by the Planning Commission as described in [Chapter 18](#). Prior to any decision, the Planning Commission shall hold a public hearing as described in the Michigan Zoning Enabling Act.

Special Use Process



Section 12.03

BASIS OF DECISION AND PERIOD OF VALIDITY.

- (A) The Planning Commission may deny, approve, or approve with conditions, an application for a special land use.
- (1) When approval of the Planning Commission is given for a use which is temporary in nature, a deadline shall be established for the use to cease operations. This expiration shall be stated in the meeting minutes.
 - (2) Except as provided in subsections 3 or 4 below, Special Land Use Permits shall expire one (1) year from approval unless substantial construction has commenced on the site in accordance with the approved site plan. The Zoning Administrator may grant an extension of the Special Land Use upon demonstration that construction is likely to commence within the following six months. The Zoning Administrator shall notify the Planning Commission of all approved extensions.
 - (3) The Planning Commission may, when presented with an application for a proposal to be constructed in phases, waive the one (1) year time limits set forth in subsection 2 above. The Planning Commission shall specify in its decision the period of validity for each phase. Should the applicant fail to timely complete any phase of an approved project, the decision of the Planning Commission for all subsequent phases shall be of no further validity.
 - (4) **Revocation.** Any permit issued under this Ordinance may be revoked by the Township Planning Commission for any violation of this Ordinance after notice of the violation is provided and a hearing before the Township Planning Commission is provided. If the violation involves an immediate danger to the public health, safety, or welfare, the permit may be revoked immediately, provided that the person holding the permit is provided with an opportunity for a subsequent hearing before the Township Planning Commission. A request for such a hearing shall be filed with the Township within five (5) days following the revocation. The hearing shall be noticed in accordance with the Zoning Act as required for special land uses.
- (B) The Planning Commission's decision shall be incorporated in the approved meeting minutes, which shall also contain the conclusions specifying the basis for the decision and any conditions imposed.

Section 12.04

SPECIAL LAND USE CRITERIA.

In order for a Special Land Use permit to be approved by the Planning Commission the following standards shall be affirmatively met:

- (A) The proposed use shall be consistent with, and promote the, intent and purpose of this Ordinance.
- (B) The proposed use shall be of such location, size, density, and character as to be compatible with adjacent uses of land and the orderly development of the zoning district in which it is located, as well as any adjacent zoning districts.
- (C) The proposed use shall not have a substantially detrimental effect upon, nor substantially impair the value of, neighboring property.
- (D) The proposed use shall be reasonably compatible with the natural environment of the subject premises and surrounding area.
- (E) The proposed use shall not unduly interfere with provision of adequate light or air, nor overcrowd land or cause a severe concentration of population.



- (F) The proposed use shall not interfere, with or unduly burden, the water supply facilities, sewage collection and disposal systems, park and recreational facilities, and other public services, nor shall the Township bear unreasonable costs to improve infrastructure to serve the proposed use.
- (G) Traffic and assembly of people relating to the use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with the normal traffic of the neighborhood.
- (H) The proposed use shall be consistent with the health, safety, and welfare of the Township.
- (I) The proposed use shall be such that traffic to, from, and on the premises and the assembly of persons relating to such use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with the normal traffic of the neighborhood, considering, among other things: safe and convenient routes for pedestrian traffic, particularly of children, the relationship of the proposed use to main thoroughfares and to streets and intersections, and, the general character and intensity of the existing and potential development of the neighborhood.
- (J) The Planning Commission may, when considering an application for a Special Land Use, which includes an existing building, agree to grant a departure from access management requirements in this Ordinance if the Planning Commission finds the standards in this section can be met even if the departure is granted.

Section 12.05

CONDITIONS ON SPECIAL LAND USES.

The Planning Commission may impose reasonable conditions in conjunction with the approval of a special land use. Conditions imposed shall meet the requirements of the Zoning Act. The Township shall maintain a record of all conditions attached to a special land use approval, through the keeping of the Planning Commission meeting minutes.

Section 12.06

EXPANSION OF A NON-CONFORMING USE BY SPECIAL USE APPROVAL.

A non-conforming use may be expanded, upon granting of Special Use Approval to the non-conforming use. In determining whether to approve the Special Use, the Planning Commission shall use the criteria in [Section 15.08](#).

Section 12.07

ACCESSORY STRUCTURES IN FRONT YARDS.

In determining whether to grant a Special Land Use permit for an accessory structure in a front yard, the Planning Commission shall determine whether or not the proposed structure meets the following criteria: