

Rezoning of Property

The guidelines below give you step-by-step procedures to follow in order to rezone your property. There will be no deviation from these steps.

1. A request for rezoning form will need to be obtained. You can receive this form through the City Clerk or you may download the form through our website link

<http://www.perry.mi.us/pdfs/applications/RezoningApplication.pdf>.

A sketch plan is also required (Sketch Plan Checklist is Attached)

2. The rezoning request form and sketch plan will need to be turned in to the City Clerk with the current rezoning fee. (Multiple adjoining parcels zoned the same that plan on rezoning to the same will be the same fee. Multiple adjoining parcels zoned differently will be charged multiple fees per different zoning.)
3. The City Clerk will give the completed forms to the Zoning Administrator.
4. The Zoning Administrator may require additional information from the petitioner. If the Zoning Administrator determines that the application is complete, it is turned over to the Planning Commission so that a public hearing can be scheduled.
5. Planning Commission sets a public hearing date. The date must be published 15 days prior to the meeting. The City Clerk publishes and posts the public hearing.
6. City Clerk must notify, in writing, properties located within a 300ft radius of the property being considered for rezoning.
7. City Clerk must notify electric, gas, pipeline, telephone, and railroad companies operating within the district or zone affected not less than 15 days before the time and place of the hearing.

8. Prior to the Public Hearing, the Planning Commissioners shall physically visit the site of the proposed rezoning.
9. Following the Public Hearing, the Planning Commission shall make its recommendation(s) and transmit to the City Council with comments made at the Public Hearing.
10. City Council may hold additional hearings if Council feels necessary.
11. City Council, by majority vote, may adopt the proposed amendment, reject the proposed amendment, or refer the proposed amendment back to the Planning Commission.
12. Once amendment is adopted, the City Clerk will publish amendment within 15 days and a notice will be sent to the owner.