

**City of Portland
259 Kent St.
Portland MI. 48875
(517) 647-2935**

APPLICATION FOR SPECIAL LAND USE PERMIT

FEE \$100.00

Date _____

I hereby request a Special Land Use Permit from the Planning Commission in the terms of the Zoning Ordinance Number 175 adopted September 7, 2004, which would permit me to:

Location: _____

Legal Description or Property Tax No. _____

Grounds for Appeal _____

Note: By signing this permit, I as property owner, give permission for any Planning Commission member to access my property for inspection.

Name (please print) _____

Address _____

Signature _____

City of Portland – Planning Commission (Office Use Only)

Date _____

Name: _____

Address _____

In regards to your request to the Planning Commission for this Conditional Use Permit described above, it has been approved/denied for the following reasons:

City of Portland, Planning and Zoning Office

Application and Review Procedures:

An application shall be submitted through the Zoning Administrator, accompanied by:

1. The payment of a fee established by the City Council
2. A completed application form, as provided by the City
3. Complete Site Plans as specified in Article 12
4. A narrative describing the proposed use(s)

Applications for Special Land Use shall be submitted at least thirty (30) days prior to the next Planning Commission meeting.

A Public Hearing on the application shall be held by the Planning Commission. The Public Hearing shall be noticed in accordance with the Zoning Act.

Each application shall be reviewed for the purpose of determining that the proposed Special Land Use will:

1. Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that the use will not change the essential character of the area in which it is proposed.
2. Be served adequately by essential public facilities and services such as highways, streets, police, and fire protection, drainage structures, and refuse disposal, water and sewage facilities.
3. Not create excessive additional requirements at public cost for public facilities and services.
4. Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production or effects of traffic, noise, smoke, fumes, glare, or odors.