

Date Received by City

FILE NO.

Special Land Use Application

Type of Request	Required Fee
Special Land Use, Includes Site Plan Review	\$500.00 + Engineering Review Fee if Applicable

Address of Subject Property	
Description of Request	

Applicant/Property Owner Information—REQUIRED	
Name	
Mailing Address	
Phone and Email	
<p>"I" hereby certify to the correctness and knowledge of the information submitted and hereby agree to comply with the terms and requirements of all applicable City ordinances. ____ I also grant City staff and officials permission to enter onto the subject property in review of this application</p>	
Applicant Signature	
<p>If the applicant is not the property owner, proof of ownership or interest in the property (i.e. deed, land contract, option agree-</p>	

CITY OF MOUNT CLEMENS USE ONLY	
TAX ID # _____	
Public Hearing Notification Date _____	Public Hearing Publication _____
Planning Commission Action: DENIED _____ APPROVED _____ APPROVED, WITH CONDITIONS _____ WITHDRAWN _____	



City of Mount Clemens
Community Development Department
One Crocker Boulevard
Mount Clemens, MI 48043
Phone (586)469-6818
Fax (586)469-7695

Applicants should answer the following questions as fully as possible, which are taken from Section 12.1(A) of the *City of Mount Clemens Zoning Ordinance*. Please attach additional sheets if necessary. They are used by the Planning Commission as part of their decision making process. **Please see the Community Development Department for additional standards specific to your special land use request.**

General Review Standards for All Special Land Uses
Will the proposed use be of such location, size and character that it will be in harmony with the appropriate and orderly development of the surrounding neighborhood and applicable regulations of the zoning district in which it is to be located?
Applicant Comments
Will the proposed use be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration vehicular turning movements in relation to routes of traffic flow, proximity and relationship to intersections, adequacy of sight distances, location and access of off-street parking and provisions for pedestrian traffic, with particular attention to minimizing pedestrian-vehicle conflicts?
Applicant Comments
Will the proposed use be designed as to the location, size, intensity, site layout and periods of operation of any such proposed use to eliminate any possible nuisance emanating there from which might be noxious to the occupants of any other nearby uses permitted, whether by reason of dust, noise, fumes, vibration, smoke or lights?
Applicant Comments
Will the proposed use be such that the proposed location and height of buildings or structures and location, nature and height of walls, fences and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value?
Applicant Comments
Will the proposed use relate harmoniously with the physical and economic aspects of adjacent land uses as regards prevailing shopping habits, convenience of access by prospective patrons, continuity of development, and need for particular services and facilities in specific areas of the City?
Applicant Comments
Will the proposed use be necessary for the public convenience at the proposed location?
Applicant Comments
Will the proposed use be so designated, located, planned and operated so that the public health, safety and welfare will be protected?
Applicant Comments
Will the proposed use cause substantial injury to the value of other property in the vicinity in which it is to be located and will not be detrimental to existing and/or other permitted land uses in the zoning district?
Applicant Comments

Community Development Department Special Land Use Guide



A special land use is a right granted by the Planning Commission to conduct certain activities within a zoning district. Such activities are required to meet specific review standards as determined by the Planning Commission. A special land use can also be referred to as a “conditional use” or “special use”. In general, all special land uses must be harmonious and consistent with the intent of the ordinance. The special land use should not create or substantially add to traffic hazards in the area. The proposed special land use should not set precedent to development which could adversely affect long term policies of the City. The proposed special land use must be designed to protect the natural resources, health, safety and economic well being of the community.

An application fee must be submitted at the time the application is filed, per the current fee schedule. An escrow fee may also be required. An accurate, comprehensive site plan, prepared by a professional engineer, professional architect, professional landscape architect or professional community planner, all of which shall be licensed and/or registered with the State of Michigan, drawn to scale, must accompany the application. Please review Article 3 of the Zoning Ordinance for site plan submittal requirements. Failure to submit such a site plan may result in your request being tabled or even denied by the Planning Commission. Thorough understanding by the applicant of all procedures and requirements can be crucial in minimizing costs and delays. The applicant is encouraged to contact the City of Mount Clemens Community Development Department prior to filing this application to identify and eliminate any potential issues.

A request to conduct a special land use requires that a public hearing be held. Notification of the public hearing will be published in a local newspaper of general circulation, most often in the *Macomb Daily*. In general, all persons owning property or residing within 300’ of the property involved in the request will be notified by direct mail. Any member of the public can choose to attend the public hearing where they will be provided the opportunity to comment or they may send written comment prior to the meeting.

Before the meeting you will receive an agenda and a copy of any staff report regarding your request. Although the Planning Commission uses this report to review your request, they make their decisions independently and consider public comment accordingly.

The applicant and/or representative must be present at each meeting of the Planning Commission when consideration of the special land use and accompanying site plan is made. At the meeting, the applicant or representative may be asked to make a brief presentation to explain the request to the Planning Commission. The Planning Commission will review the request against the review standards outlined in the zoning ordinance, as they apply to your request.

The approval of a special land use shall lie with the land; however, any subsequent actions relating to the activity as authorized shall be in compliance with the approved site plan. The site plan and landscape plan approved by the Planning Commission shall become part of the record of Planning Commission approval of the special land use and any conditions which may be imposed upon the site plan shall remain unchanged, except such changes as conform to the zoning ordinance, as amended, and which receive the mutual consent of the Planning Commission and the property owner.

If required, upon special land use and site plan approval, an engineering review and applicable fees may be required. The applicant may schedule a preliminary engineering review with the Director of Utilities and the City Engineering Consultant. All exterior parking lot and drainage improvements and utilities must be reviewed and inspected by the City Engineering Consultant. Review and inspection fees are calculated at a % of the net construction cost. If applicable, utility benefit fees may also be assessed by the City.

The special land use and site plan approval is valid for a period of two hundred seventy (270) days from the date of approval by the Planning Commission, during which time a Building Permit to proceed with the development of the land shall be obtained. If a Building Permit is not obtained during this time, the Planning Commission may grant one, two hundred seventy (270) day extension, or the approval shall be revoked and a new Special Land Use Application would have to be filed.

In most instances, any revision to an approved special land use and site plan shall require a new Special Land Use Application.

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