



Village of  
Lake Isabella  
INCORPORATED 1998

Date: \_\_\_\_\_

Fee: \_\_\_\_\_

Application #: \_\_\_\_\_

## Special Land Use Application

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_ Zoned: \_\_\_\_\_

**Applicant Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Owner:**

Same as Applicant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Application Prepared By:**

Same as Applicant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Site Plan Prepared By:**

Same as Applicant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **Instructions for Special Land Use Applications**

Special Land Uses are those uses which require individual review and restriction in order to ensure compatibility with the land use of the surrounding area. Application for Special Land Use Permits shall be submitted to the Zoning Administrator and shall be accompanied by a Site Plan.

The following questions need to be answered in order to establish compliance with the general requirements for all the Special Land Use Permit:

1. Is the special use allowed within the district that the property is located in?
2. Does the special use comply with the Master Plan of the Village?
3. Will the proposed special use be detrimental to adjacent properties or uses?
4. Will there be any hazard to adjacent properties, persons, and/or uses generated by the special use that would be detrimental to the health, safety, or welfare of persons, property or uses nearby due to any noise, traffic, smoke, fumes, odors, glare or other nuisances?
5. Does the special use have appropriate and adequate waste handling systems?
6. Does the septic permit granted by the Central Michigan District Health Department satisfy the special land use?
7. Will the special use be conducted before 8:00 AM, after 8:00 PM, and/or on Sundays? If so, why?

In addition to the general requirements for Special Land Use Permits, there are design standards specific to the type of the special use that must also be met. Signs for the location cannot be approved with this permit; a separate Sign Application must be submitted.

Upon the submission of a properly completed application, a date will be set for a Public Hearing on the Application before the Planning Commission. Notice shall be placed in a newspaper of general circulation in the Village, and the Village will also mail the notice to all properties within 300 feet of the application. Applications must be submitted at least 21 days in advance of a regularly scheduled Planning Commission meeting to make that agenda. Following the Public Hearing the Planning may deny the request, recommend approval, or approval the Special Land use with restrictions.

Within 30 days following the date of decision on any special land use permit, an applicant or an aggrieved party, including any governmental body or agency, may appeal the decision of the Planning Commission to the Village Council. Upon the filing of an appeal, the application, all relevant documents, testimony and the findings and decision of the Planning Commission shall be transmitted to the Village Council.

Periodic inspections may be done by the Zoning Administrator to ensure that the provisions of the permit are in compliance.



# SPECIAL LAND USE SITE PLAN

Overhead Diagram	Items to Include
	North Arrow
	All Property Lines (Distances in Feet)
	Existing and Proposed Streets, Driveways, Fences, and Walkways
	Setbacks from edges of structure to the nearest property lines.
	Distances to all existing buildings on site, and location of well and septic field.
	Square footage of all existing and proposed buildings on site
	Labeled Floor plan showing habitable square footage of any structure used in the Special Lane Use.

**A copy of your sanitation permit is required for approval. (PLEASE ATTACH COPY)**

Permit #: \_\_\_\_\_ Date: \_\_\_\_\_

**Depending on the nature of the application Village Officials may be need to visit your location as part of the review process. Do you agree to allow Village Officials to visit your location during normal business hours, or at agreed upon times to review the site?**

**Circle One: YES NO YES – Please Arrange Times in Advance**

Signature of Applicant & Date: \_\_\_\_\_

## Special Land Use Application General Questions

(Please feel free to complete these questions on a separate sheet of paper and attach to your application)

1. Is the special use allowed within the district that the property is located in?
2. Is the proposed development in general agreement with the Village's Master Plan.?
3. Will the density or use characteristics of the proposed special land use be detrimental to adjacent properties or uses?
4. Will there be any hazard to adjacent properties or involve uses, activities, materials or equipment which will be detrimental to the health, safety or welfare of persons or property due to traffic, noise, smoke, odor, fumes or glare?
5. Will the special land use adequately served by essential public facilities and services?
6. Will the special land use represent an improvement to the property and the surrounding area in general?
7. Does the septic permit granted by the Central Michigan District Health Department satisfy the special land use?
8. What hours and days of operation are you requesting to operate your special land use under?
9. Will the special land use place demands on public services and facilities in excess of current capacity?
10. Are there other entities which need to also review and approve your proposed project. This includes the Fire Department, Road Commission, Health Department, State of Michigan, or local law enforcement, if so who?

**THIS PAGE OFFICIAL USE ONLY**

Special Land Use Application #: \_\_\_\_\_

Planning Commission Public Hearing Date: \_\_\_\_\_

◆ Public Hearing Notice Mailed to All Owners within 300 feet on: \_\_\_\_\_

◆ Public Hearing Notice Published on: \_\_\_\_\_  
*(Above notices must be provided for at least 15 days in advance of the Public Hearing)*

Planning Commission Conditions Required For Approval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by:**

Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
Timothy R. Wolff

Village Clerk: \_\_\_\_\_ Date: \_\_\_\_\_  
Jeffrey P. Grey

Copy of Planning Commission Meeting Minutes Attached?  Yes  No