

# MONTCALM TOWNSHIP

1880 S. Greenville Road, Greenville, MI 48838

Telephone: 616-754-5133

## PLANNING COMMISSION MEETING REQUEST FORM

Date of Request \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Phone # \_\_\_\_\_

Address of Applicant \_\_\_\_\_

Name of Property Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Address of Property Owner \_\_\_\_\_

Property Address for which special use is requested:  
\_\_\_\_\_  
\_\_\_\_\_

Parcel Number for which special use is requested \_\_\_\_\_

Type of action requested (check one) \_\_\_\_\_ Site Plan Review: Commercial/Industrial

\_\_\_\_\_ Special Use Request \_\_\_\_\_ Earth Change Request

\_\_\_\_\_ Rezoning Request \_\_\_\_\_ Other (Specify) \_\_\_\_\_

Describe the reason for this request:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All requests require:

- a. Site Plan, Plot Plan, or Development Plan of the total property involved showing the location of all abutting streets, the location of all existing and proposed structures, the types of buildings and their uses. (Attach any necessary papers or documents or plans.)
- b. Preliminary plans and specifications of the proposed development. (Attach any necessary papers or documents or plans.)

For a special request meeting, \$500 is required, which shall accompany this application. This amount along with 6 copies of the plan must be submitted 14 days in advance of the meeting.

\_\_\_\_\_  
Applicant signature

Planning Commission Action: Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_  
Chairperson signature

\_\_\_\_\_  
Date