



**Application for:**  
**Board of Zoning Appeals / Property Maintenance Board of Appeals / Planning Commission**

<input type="checkbox"/> Zoning Permit	<input type="checkbox"/> Zoning Ordinance Amendment (text only)
<input type="checkbox"/> Variance Request	<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Special Land Use Permit	<input type="checkbox"/> Property Maintenance Appeal
<input type="checkbox"/> Rezone From: _____ to _____	<input type="checkbox"/> Other _____

**Applicant Name:** \_\_\_\_\_

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

**Phone Number(s):** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*I hereby attest that all information on this application is, to the best of my knowledge, true and accurate.  
 \*Additionally, I hereby grant permission for the Village of Kent City Zoning Administrator to enter upon the above mentioned property (or as described in the attachment) for the purposes of gathering information related to this application.  
 \*Furthermore, I hereby acknowledge that in review of this application, the Village of Kent City may require the services of the Village Engineer and/or the Village Attorney to insure that the requested item(s) for review in this application is compliant to the current zoning laws and policies of the Village of Kent City. I, as the applicant, acknowledge that any costs incurred by the Village of Kent City as they relate to the review of this application by any of the Village's consultants listed above are my responsibility to reimburse and agree to repay the Village of Kent City for any and all costs incurred to it in the review of this application.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant is the:**     Owner     Lessee     Optionee     Contractor/Architect

**Property Owner's Name** (if different from applicant): \_\_\_\_\_

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

**Phone Number(s):** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Property Location or Address:** \_\_\_\_\_

**Property is:**     Residential     Business     Industrial    **Property Zoned:(Office Use)** \_\_\_\_\_

**THIS APPLICATION WILL NOT BE CONSIDERED COMPLETED, AND THEREBY NOT PRESENTABLE TO THE PLANNING COMMISSION, BOARD OF ZONING APPEALS OR PROPERTY MAINTENCE APPEAL BOARD RESPECTIVELY, UNLESS ALL ITEMS LISTED BELOW HAVE BEEN PROVIDED:**

\*If application is for a Special Use Permit, a description of the property or properties in question on this application and a site plan as required by the Village's Zoning Ordinance must be attached to this form. Evidence must be provided to show that the proposed use meets all general and specific special land use standards required by the Ordinance.  
 \*If application is for a rezoning or variance, a description of the property or properties in question on this application must be attached to this form. Please explain in detail the request and the reason(s) why you are seeking the rezoning or a variance.  
 \*If application is for a Zoning Ordinance (text) Amendment, please explain in detail the request and the reason(s) why you are seeking the amendment.  
 \*If application is for a property maintenance appeal, specific points you are appealing must be in writing.

**TO BE COMPLETED BY VILLAGE**  
**Date:** \_\_\_\_\_ **Staff Initials:** \_\_\_\_\_ **Followup:** \_\_\_\_\_

**Application or Appeal Status:** \_\_\_\_\_

**Meeting Date:** \_\_\_\_\_ **PC / BZA / PMBOA**    **Zoning Administrator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**P.O. Box 296, 83 Spring Street, Kent City, MI 49330 • Phone (616)678-7232 • Fax (616)678-4256**

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