



1720 Riverview Drive  
Kalamazoo, Michigan 49004-1099  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.kalamazootownship.org

ZONING - SPECIAL USE PERMIT APPLICATION

OFFICE USE ONLY

\_\_\_\_\_  
(applicant --person filing the appeal)

Case number \_\_\_\_\_

\_\_\_\_\_  
(address)

Date Rec'd \_\_\_\_\_

Fee Rec'd \_\_\_\_\_

\_\_\_\_\_  
(city, state, zip code)

Receipt # \_\_\_\_\_

Hearing date \_\_\_\_\_

\_\_\_\_\_  
(telephone, home and business)

PROPERTY OWNER'S NAME AND ADDRESS (if not the applicant)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

APPLICANT'S CAPACITY IF NOT PROPERTY OWNER (circle one):

Builder            Have Option to purchase            Agent/other \_\_\_\_\_

PROPOSED CONSTRUCTION SITE ADDRESS (if known) \_\_\_\_\_  
\_\_\_\_\_

PARCEL SIZE \_\_\_\_\_

PROPERTY DESCRIPTION \_\_\_\_\_

PROPERTY TAX NUMBER \_ \_ - \_ \_ - \_ \_ - \_ \_ - \_ \_ - \_ \_ - \_ \_ - \_ \_ - \_ \_ - \_ \_ -

ZONING DISTRICT (see zoning ordinance) \_\_\_\_\_

ACTION REQUESTED:

It is requested the Kalamazoo Township Planning Commission approve issuing a special use permit for the land described above for the purpose of: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(attach sheets if necessary)

(  attached)

Cite section and listing number where proposed use is specifically listed as allowed in the zoning district: \_\_\_\_\_

STATEMENT OF JUSTIFICATION FOR REQUESTED ACTION

State specifically the reason for this special use permit request: \_\_\_\_\_  
\_\_\_\_\_

(attach sheets if necessary)

PRELIMINARY REVIEW - SUBMIT ELECTRONIC COPIES OF THE SITE PLAN TO:

Zoning Administrator: [planner@ktpw.org](mailto:planner@ktpw.org)

Fire Marshal: [tckowalski@ktpw.org](mailto:tckowalski@ktpw.org)

Building Official: [malwine@kaba-mi.org](mailto:malwine@kaba-mi.org)

Parcel Number \_\_\_\_\_  
Date: \_\_\_\_\_  
Name: \_\_\_\_\_



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**PROVIDE THE FOLLOWING DATA:**

- A. Application form per Section 26.02 (E) 1.
- B. Description and Identification Data per Sec. 26.02 (E) 2.
- C. Site Data per Sec. 26.02 (E) 3.
- D. If applicable – Building and Structure Details
- E. Information Concerning Utilities, Drainage, and Related Issues
- F. If applicable - Information Concerning Residential Development
- G. If applicable – Information Applicable to Mobile Home Parks
- H. Additional Information:
  1. Information related to Condominium Development
  2. A list of any of the above items that are not applicable & reasons why.
  3. Other data that may be required, may include but is not limited to:  
Traffic studies, market analysis, environmental assessment and evaluation of demand on public facilities and services.

**ADDITIONAL INFORMATION:**

- A. Attach or list all deed restrictions for the property at question. (  attached)
- B. Attach a list of names and address of all other persons, firms, or corporations having a legal or equitable interest in the property at question. (  attached)
- C. This area is (check one)  unplatted,  platted,  will be platted. If platted, name of plat: \_\_\_\_\_
- D. What is the present use of the property?
- E. Estimated completion date of construction (if applicable)? \_\_\_\_\_

On Attached sheets, provide answers to the following questions. Please number the answers the same as they are numbered here. (If the answer to any of the questions numbered 1-7 is “no,” a special use permit can not be issued (from section [§ 8608] of the ordinance)).

(  attached)

1. Is the use compatible with adjacent land uses?
2. Is the use compatible with the Master Plan?
3. Are adequate public utilities and services available to this site for this use?
4. Is the use designed to insure minimal impact of traffic generation?
5. Is the use free of any activities, processes, materials, equipment or conditions of operation that may be detrimental or hazardous to persons, property or to the public health, safety and welfare? (Specify which:)
6. Will the use be detrimental to the economic well-being of the community?
7. Is the proposed use compatible with the natural environment and does it conserve natural resources and energy?

**ATTACH 10 COPIES OF A SITE PLAN**, as specified in Section 26.02 (E). Also 1 electronic copy. (  attached)



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**ATTACH** copies of permits or letter(s) showing

- (1) approval,
- (2) tentative approval, or
- (3) letter(s) of understanding for concurrent approval with the Kalamazoo Township Planning Commission from the:  
Kalamazoo County Road Commission and/or Michigan Department of Transportation, Kalamazoo County Soil Erosion and Sedimentation Control Agent, Michigan Department of Environmental Quality and any other applicable agencies where a single purpose permit or approval is required (not the Construction Code, electrical, plumbing, mechanical permit(s))

(  attached)

**NOTE: Application is not complete without: the application form, the application fee and escrow, and a complete site plan.**

AFFIDAVIT: I agree the statements made above are true, and if found not to be true, any zoning permit that may be issued may be void. Further, I agree to comply with the conditions and regulations provided with any permit that may be issued. Further, I agree the permit that may be issued is with the understanding all applicable sections of the Kalamazoo Township Zoning Ordinance will be complied with. Further, I agree to notify the zoning administrator of Kalamazoo Township for inspection before the start of construction and when locations of proposed uses are marked on the ground. Further, I agree to give permission for officials of Kalamazoo Township, Kalamazoo Area Building Authority, Kalamazoo County and the State of Michigan to enter the property subject to this permit application for purposes of inspection. Finally, I understand this is a zoning permit application (not a permit) and that a special land use permit, if issued, conveys only land use rights, and does not include any representation or conveyance of rights in any other statute, building code, deed restriction or other property rights.

Signed: \_\_\_\_\_

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

When completed send to:

Planner / Zoning Administrator  
Kalamazoo Township  
1720 Riverview Drive  
Kalamazoo, MI 49004-1099