

**APPLICATION FOR REZONING
WEST BRANCH TOWNSHIP, WEST BRANCH, MI. 48661**

REZONING REVIEW PROCESS AND STANDARDS

REVIEW PROCESS: Review and action on rezoning request involves the West Branch Township Planning Commission. The process is as follows:

1. The application for rezoning, legal description, a statement of compliance with the criteria required for amending the official zoning map in Section 10.3, and other criteria imposed by the Township Zoning Ordinance affecting the request, must be submitted to the West Branch Township Planning/Zoning Administrator. **All materials must be submitted 15 days prior to the scheduled meeting. (First Tuesday of each month).**
2. Applicant must contact the Township Supervisor/Planning/Zoning Administrator and make arrangements to present request to the Township Planning Commission prior to submitting application for rezoning.
3. The West Branch Township Planning Commission will conduct one (1) meeting to address the application. The meeting will be a preliminary review at which time the Planning Commission will review the application and any other supporting information provided. **It is strongly recommended that the applicant or a representative be present at the meeting to ensure all information is presented in order to avoid unnecessary delays.**
4. Provided sufficient information has been submitted, the Planning Commission will take necessary action pertaining to the request.
5. For more information or questions, contact the following:

Planning/Zoning Administrator: Ryan Veeder (989) 345-5450 ext. 1

Planning Commission Clerk: Margaret Winslow (989) 345-5450 ext. 2