

TOWN OF SPRING LAKE

REZONING APPLICATION

Land Use and Development Review & Administration Manual

Form R-1

Version 1.0

Purpose

A rezoning application requests an amendment to the Official Zoning Map that changes the zoning designation of one or more parcels of land.

A rezoning is a **legislative action** considered by the Planning Commission and decided by the Town Council in accordance with the Spring Lake Municipal Code.

Approval of a rezoning is discretionary and is not guaranteed.

Before You Apply

Applicants are encouraged to contact the Designated Town Official before submitting a rezoning application. A pre-application discussion can help:

- Confirm the property's current zoning designation;
- Identify the requested zoning designation;
- Identify relevant General Plan and Spring Lake Municipal Code provisions;
- Explain required application materials; and
- Explain the Town's review process.

A pre-application discussion is informational and advisory only. It does not constitute approval, provide a professional planning or legal determination, or indicate how the Planning Commission or Town Council may act on a future application.

Applicant Information

Applicant Name:

Organization (if applicable):

Mailing Address:

Telephone:

Email:

Property Owner

☐ Same as Applicant

☐ If different:

Owner Name:

Mailing Address:

Telephone:

Email:

(Attach Owner Authorization Form A-4 if applicable.)

Property Information

Property Address:

Parcel Number(s):

Current Zoning Designation:

Requested Zoning Designation:

Approximate Acreage:

Existing Land Use

Describe the current use of the property.

Proposed Future Use

Describe the intended future use of the property if the rezoning is approved.

Reason for Requested Rezoning

Briefly explain why the zoning change is being requested:

Applicants may provide additional information they believe will help the Town understand the request.

Required Submittals

Submit this completed application together with the materials identified in **Form R-3 – Rezoning Application Requirements**.

Before submitting your application, use **Form A-3 – Applicant Submission Checklist** to confirm that the required materials have been included.

- ☐ **Form R-3** reviewed
 - ☐ **Form A-3** completed and attached
 - ☐ Owner Authorization **Form A-4** attached, if applicable
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Applicant Certification

I certify that the information contained in this application and all supporting materials is true and correct to the best of my knowledge.

I understand that submission of this application does not guarantee approval.

I further understand that approval of a rezoning is a legislative decision made at the discretion of the Town Council following a recommendation from the Planning Commission.

Applicant Signature:

Date:

Town Use Only

Date Received:

Received By:

Application Number:

Application Accepted as Complete:

Planning Commission Hearing Date:

Final Action:
