# ZONING AMENDMENT PROCESS CHART

# TIMELINE

### **APPLICANT**

PROVIDES ZONING ADMINISTRATOR APPLICATION & FEE

APPLICANT CAN REQUEST TEXT AMENDMENT OR MAP AMENDMENT

30 DAYS PRIOR TO PLANNING COMMISSION MEETING

### ZONING ADMINISTRATOR

REVIEWS APPLICATION FOR COMPLETENESS. IF COMPLETE, PLACES AMENDMENT ON AGENDA OF NEXT PLANNING COMMISSION MEETING.

CITY PUBLISHES PUBLIC HEARING NOTICE AND NOTIFIES PROPERTIES WITHIN 300 FT FOR MAP AMENDMENT

WITHIN 7 DAYS OF APPLICATION SUBMITTAL

# PLANNING COMMISSION HOLDS PUBLIC HEARING

PLANNING COMMISSION REVIEWS AMENDMENT

PLANNING COMMISSION FORWARDS 1TS FINDINGS AND RECOMMENDATION TO CITY COUNCIL

WITHIN 30 DAYS OF APPLICATION SUBMITTAL

# CITY COUNCIL ACTION

CITY COUNCIL REVIEWS PLANNING COMMISSION FINDINGS AND RECOMMENDATION AND ADOPTS OR REJECTS AMENDMENT.

WITHIN 60 DAYS
OF APPLICATION
SUBMITTAL

#### AMENDMENT TAKES EFFECT

WITHIN 15 DAYS OF AMENDMENT ADOPTION, CITY PUBLISHES NOTICE OF ADOPTION. AMENDMENT TAKES EFFECT ON THE 8TH DAY AFTER PUBLICATION.

8TH DAY AFTER PUBLICATION

This flowchart provides an overview of the amendment process, for complete details please see Zoning Ordinance Article 10. City of Grayling1020 City Boulevard, PO Box 549. Grayling MI 49738 (Ph) 989-348-2131 cityofgrayling.org

