

I/We the undersigned, being owner(s) of all the area described, hereby petition for (check all that apply):

- Change of zoning** from _____ to _____
- Conditional use permit**
- Minor land division or CSM**
- Major land division**
- Exotic animal/reptile permit**
- Special Exception**

If you are uncertain about what boxes to check, consult with the Plan Commission Clerk.

Applicant / Agent Signature

(Name)

(Signature) _____
(Date)

Property Owner Information #1

(Name)

(Street) *(City)* *(State)* *(Zip)*

(Phone) *(Fax)* *(Email)*

(Signature) _____
(Date)

Property Owner Information #2

(Name)

(Street) *(City)* *(State)* *(Zip)*

(Phone) *(Fax)* *(Email)*

(Signature) _____
(Date)

Note: If more than two property owners attach additional copies of this page.

Town Staff Use Only			
Date	Amount Due	Check #	Received By

Fees associated with all Plan Commission Applications are identified in the Town of Holland Fee Schedule at www.townofholland.com under 'Resources' → 'Other'.

The purpose of this request is as follows:

Description of proposed operation or use (a statement of the type, extent, area, etc., of any development project):

Comment on the compatibility of proposed use and/or zoning with adjacent lands (a statement of land uses and impact of zoning change):

List all properties adjacent, abutting, or lying within 300 feet of the subject property (names and mailing addresses of neighboring owners of vacant land and built-upon land):

Has a previous petition been filed? YES NO If so, when: _____

6. Supplemental Information Checklist:

Applicants shall provide the Town Plan Commission with the following supplemental information based upon the type of development review identified above.

Certified Survey Map (CSM) or Land Division:

Applicants shall refer to the Town of Holland Code of Ordinances, Chapter 220, for a detailed description of the planning process and a list of plans, documents, and written submittals required for review of a CSM request.

Comprehensive Plan Amendment:

Applicants shall refer to the Town of Holland Year 2030 Comprehensive Plan for a detailed description of the amendment process required for a Comprehensive Plan Amendment request.

- Location Map
- Land Use Classification – Existing & Proposed
- Description of Proposed Development

Conditional Use:

Applicants shall refer to the Town of Holland Code of Ordinances, Chapter 330, Article VI, for a detailed description of the planning process and a list of plans, documents, and written submittals required for review of a Conditional Use request.

- Full Legal Description for the Parcel - as appears on deed or title insurance commitment
- Location Map
- Plan of Operation
- Site Plan
- Detailed Landscape Plan
- Grading Plan
- Elevation Drawings
- Storm/Surface Water & Erosion Control Plans

Final Plat:

Applicants shall refer to the Town of Holland Code of Ordinances, Chapter 220, for a detailed description of the planning process and a list of plans, documents, and written submittals required for review of a Final Plat request.

Preliminary Plat:

Applicants shall refer to the Town of Holland Code of Ordinances, Chapter 220, for a detailed description of the planning process and a list of plans, documents, and written submittals required for review of a Preliminary Plat request.

Re-Zoning:

Applicants shall refer to the Town of Holland Code of Ordinances, Chapter 330, for a detailed description of the planning process and a list of plans, documents, and written submittals required for review of a Re-Zoning request.

- Location Map
- Zoning Classification – Existing & Proposed
- Land Use Classification – Existing & Proposed
- Description of Proposed Development
- Site Plan

Site Plan & Plan of Operation:

Applicants shall refer to the Town of Holland Code of Ordinances, Chapter 330, Article V, for a detailed description of the planning process and a list of plans, documents, and written submittals required for review of a Site Plan & Plan of Operation request.

- Location Map
- Plan of Operation
- Site Plan
- Detailed Landscape Plan
- Grading Plan
- Elevation Drawings
- Storm/Surface Water & Erosion Control Plans