



## Rezoning

§122-63(b)

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please call the Building Department.

All permit applications are available from the Building Department and at [cityofypsilanti.com/permits](http://cityofypsilanti.com/permits).

Completed applications may be dropped off at the Building Department.

### City Hall

One South Huron  
Ypsilanti, MI 48197

#### Building

3<sup>rd</sup> Floor, City Hall  
Phone: (734) 482-1025  
[cityofypsilanti.com/building](http://cityofypsilanti.com/building)

#### Planning

4<sup>th</sup> Floor, City Hall  
Phone: (734) 483-9646  
[cityofypsilanti.com/planning](http://cityofypsilanti.com/planning)

#### Historic District

4<sup>th</sup> Floor, City Hall  
Phone: (734) 483-9646  
[cityofypsilanti.com/hdc](http://cityofypsilanti.com/hdc)

All permits, fees, and factsheets can be found at [cityofypsilanti.com/permits](http://cityofypsilanti.com/permits).

### **Purpose of Zoning**

The purpose of zoning is to locate particular land uses where they are most appropriate, considering public utilities, road access, and the established development pattern. In addition to categorizing land by uses such as residential, commercial, and industrial, a zoning ordinance also specifies such details as building setback lines, the height and bulk of buildings, the size and location of open spaces, and the intensity to which the land may be developed.

### **Need for Rezoning**

When a property owner wants to use land in a way that is not permitted by the zoning of their property, the owner must request to rezone the property to a classification which permits the desired use. The request is first heard by Planning Commission, who then makes a recommendation to City Council. Generally, rezonings are considered justifiable if they meet a list of criteria provided in section 63 of the Zoning Ordinance. Those criteria include:

- The rezoning is consistent with the Master Plan;
- The rezoning is consistent with the purpose of the Zoning Ordinance;
- The rezoning will correct an error or oversight in the Zoning Ordinance.

### **Applying for Rezoning**

If you are the owner or option holder of a piece of property and wish to petition for rezoning, you begin the process by submitting the attached application.

### **Review Process and Timeline**

Once your application is received, staff will schedule a public hearing. If your application is complete and received by 4:00 p.m. on the third Wednesday of the month, it will be heard in front of Planning Commission at their regular meeting at 7:00 p.m. on the third Wednesday of the following month. During the intervening time, staff will review the application, notify neighbors within 300' by first-class mail, and place a notice in the Washtenaw Legal News.

At their meeting, Planning Commission will hold a public meeting, where the public is invited to address them about the proposed rezoning. They also hear a staff report about the rezoning's appropriateness and invite the applicant to speak. With the information they gather at this meeting, they make a recommendation to City Council.

City Council will generally hear the rezoning request and the Planning Commission recommendation at their regularly scheduled meeting on the second Tuesday of the following month. Another public hearing will be held at this meeting, advertised again in the Washtenaw Legal News, and the rezoning is addressed as the first reading of an ordinance change. The ordinance must be read and approved a second time before it is considered adopted. The rezoning takes effect thirty days after adoption.



**City of Ypsilanti  
Planning & Development Department**

**Non-refundable fee:  
\$1000**

One South Huron • Ypsilanti, MI 48197  
Phone: (734) 483-9646 • Fax: (734) 483-7260  
www.cityofypsilanti.com

**MAP AMENDMENT (REZONING) APPLICATION**

**Applicant\***

Name		
Address		
City	State	Zip
Phone / Fax		E-Mail

\*If applicant is not owner of property, a written, notarized statement from the owner authorizing this application must be included.

**Property**

Name of project	
Address	
List all parcel identification numbers included in request:	
Current Zoning:	Proposed Zoning:
Circumstances, factors, and other relevant information (may continue on a separate sheet):	

**Signature**

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to be on the subject property for the purposes of preparing staff reports and/or evaluating this application.	
Signature:	Date:
Print Name:	