

## Fort Gratiot Charter Township PLANNING COMMISSION

The schedule lists the filing fees for applications submitted for Planning Commission review. A **cash deposit** is required prior to any review process, the initial amount to be determined by Township staff. This deposit is intended to cover any charges incurred by our outside consultants and any other fees associated with the project, including restoration of the site. Any remaining portion of this deposit may be returned upon completion or withdrawal of the proposed project. The filing fee is non-refundable.

The Township encourages developers to request a **pre-planning** meeting. Time and costs can be reduced by allowing the developers to meet with Township staff, engineers and planning consultants to discuss what is expected. After the application, filing fee and/or review fee, and a preliminary plan are received, contact the Planning Department to schedule a meeting. Please allow 7-10 days for staff to make arrangements.

2018 MEMBERS & FEE SCHEDULE				
COMMISSIONER	APPOINTED	EXPIRES	REQUEST	FILING FEE
Anne Hilton	02/07/2018	12/31/2020	Rezoning (\$1,000 + public hearing)	\$ 1,500.00
Shannon Muir	02/07/2018	12/31/2020	Special Land Use (\$1,000 + public hearing)	\$ 1,500.00
Rick Mills	01/03/2007	12/31/2018	Site Plan	\$ 1,000.00
Charles Koob	12/16/2015	12/31/2018	Site Plan and Special Land Use	\$ 1,500.00
Rob Crawford, Clerk	01/18/2006	11/20/2019	Public Hearing (additional)	\$ 500.00
Kathy Wurmlinger	03/19/2008	12/31/2019	Special Meeting (additional)	\$ 400.00
Robert Buechler	12/18/2013	12/31/2019	Pre-Planning meeting w/staff & consultants	<i>Review deposit only</i>
<i>Commissioners are appointed to a three (3) year term. Board member appointment to correspond with elected term.</i>			<i>Review deposit due upon submittal of application or prior to a pre-planning meeting w/staff &amp; outside consultants</i>	

JANUARY 2018 – FEBRUARY 2019 MEETING DATES & DEADLINES					
MEETING DATE <small>(Tuesday unless otherwise posted)</small>	INFO DUE	NOTICE/PUBLICATION DATE (DEADLINE)	MEETING DATE <small>(Tuesday unless otherwise posted)</small>	INFO DUE	NOTICE/PUBLICATION DATE (DEADLINE)
January 9, 2018	<b>December 11</b>	December 25 (12/21)	August 14	<b>July 16</b>	July 30 (07/26)
February 13	<b>January 15</b>	January 29 (01/25)	September 11	<b>August 13</b>	August 27 (08/23)
March 13	<b>February 12</b>	February 26 (02/22)	October 9	<b>September 10</b>	September 24 (09/20)
April 10	<b>March 12</b>	March 26 (03/22)	November 13	<b>October 15</b>	October 29(10/25)
May 8	<b>April 9</b>	April 23 (04/19)	December 11	<b>November 12</b>	November 26(11/21)
June 12	<b>May 14</b>	May 28 (05/24)	January 8, 2019	<b>December 10</b>	December 24 (12/20)
July 10	<b>June 11</b>	June 25 (06/21)	February 12, 2019	<b>January 15</b>	January 28 (01/24)
<i>*Meetings are held at the Fort Gratiot Municipal Center on the 2<sup>nd</sup> Tuesday of each month at 7:00 PM unless otherwise posted. Meetings will be posted in accordance with the Open Meetings Act PA 267 of 1976, as amended, and business will be conducted in accordance with the Zoning Enabling Act, PA 110 of 2006, as amended .</i>					

All correspondence should be sent directly to the Planning Department. Staff will forward all necessary information to other reviewing Township agencies (i.e., planner, engineer, etc.) However, if the project requires permits from outside agencies (i.e., MDEQ, MDOT, MDNR, St. Clair County Drain Commission, St. Clair County Road Commission, etc.), the developer is responsible for acquiring such and providing proof of those permits to the Township.

The zoning ordinances can be found at the website below in **CHAPTER 38**. The online code is current through ordinance 183. Updated zoning maps and ordinances can be emailed upon request.

**Any questions, requests, etc. can be forwarded to:**

**Planning Department  
Fort Gratiot Municipal Center  
3720 Keewahdin Road  
Fort Gratiot, Michigan 48059**

**Phone (810) 385-4489 x1113 ~ Facsimile (810) 385-9010**

**Email: [kjones@fortgratiottwp.org](mailto:kjones@fortgratiottwp.org) Online Code of Ordinances: [www.municode.com](http://www.municode.com)**