



Building & Planning
 3338 Coolidge Hwy
 Berkley, MI 48072
 248-658-3320
 Fax: 248-658-3301
 www.berkleymich.org

CITY OF BERKLEY, MICHIGAN

APPLICATION FOR SPECIAL USE APPROVAL

Instructions: This application and fee of \$400.00 must be submitted with 18 copies of your proposal. If plans are required then 18 sets of **signed, sealed folded plans** should be submitted. If an application is withdrawn more than 3 weeks prior to the meeting date, 90% of the fee will be refunded. If the application is withdrawn less than 3 weeks prior to the meeting, no refund will be given.

The Planning Commission meets the fourth Tuesday of every month. The meetings are held at 7:30 p.m. The City Council generally meets the first and third Mondays of every month. The meetings are held at 7 PM. All meetings take place in the Council Chambers at the City Hall, 3338 Coolidge, Berkley, Michigan 48072.

Applicant:

Name: _____ Phone: _____

Complete Address: _____

Property Owner: (If different than above)

Name: _____ Phone: _____

Complete Address: _____

Description of Property:

Street Address: _____

Zoning District: _____

Lot Number: _____

Subdivision: _____

Sidwell Number: _____

Description of Proposed Operation: _____

Signature of Applicant _____

Date _____

Office use only Account Number 1019

Date Application received _____ Fee _____ Receipt Number _____

Hearing Date _____ Case Number _____

City Council Disposition: _____