

SPECIAL LAND USE PROCESS

CITY OF TECUMSEH

• Meet with Building Department Director to discuss project.

Step 1

• Applicant submits Special Land Use application/plan.
• Timeline: Day 1

Step 2

• Staff reviews application/plan for completeness.
• Timeline: Day 5

Step 3

• Staff contacts applicant and informs them of needed revisions/additional information.
• Timeline: Day 6

Step 4

• Applicant submits revised plan/additional information.
• Timeline: Day 15 (this time and all future steps depend on the quickness of applicant response.)

Step 5

• Revised plans are reviewed by Building Department Director and City Planner.
• Timeline: Day 26

Step 6

• Applicant submits requested changes to staff.
• Timeline: Day 29*

Step 7

• Public Hearing is held by the Planning Commission; decision to approve or deny by the Planning Commission normally occurs after the public hearing.
• Timeline: Day 55*

Step 8

NOTES:

- Application must be complete and received at least 26 days before the Planning Commission meeting to be placed on the next available agenda for review and setting of a public hearing date.
- Planning Commission meets 2nd Tuesday of every month.
- To appeal Planning Commission decision, a person may file suit with Lenawee County Circuit Court.
- * *Timelines noted above are approximate and depend upon response time of the applicant and application submission date.*

FEES:

- \$500.00 (plus site plan review fee if applicable).
- \$1,000.00 Refundable Deposit for Costs

Located at:
Tecumseh City Hall
P.O. Box 396
309 E. Chicago Blvd.
Tecumseh, Michigan 48286

Phone: 517-424-6547
Fax: 517-423-3610

Business Hours:
Monday – Thursday
7:00 a.m. – 6:00 p.m.
Closed Friday

For questions please contact:

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