

PINCONNING TOWNSHIP
BAY COUNTY, MICHIGAN

APPLICATION DATE _____

PERMIT NO. _____

APPLICATION FOR LAND USE PERMIT

Submit two (2) physical copies and one (1) electronic copy of completed application and all required materials to the Township. Land Use Permits must be obtained prior to Building Permits.

Applicant(s) Information

Name _____

Address _____

Phone _____ Email _____

Legal Interest in Subject Property _____

Subject Property Owner

Check here if same as Applicant

Name _____

Address _____

Phone _____ Email _____

Project Information

Address of Subject Property: _____

Parcel Identification Number: _____

Current Zoning Classification of Subject Property: _____

Project _____ Start _____ Date: _____

Description of the Intended Use/Purpose of the Proposed Building, Structure or Land:

This Land Use Permit application is accompanied by an application for (check all that apply):

A Building Permit

Site Plan Review

- A Special Use Permit
- Other

(describe):

Required Submittals. Before the Zoning Administrator will consider an application for a Land Use Permit, the Applicant(s) must complete this application form and submit the following:

- Non-refundable application fee.
- A site plan drawn to scale showing:
 1. The name and address of the owner;
 2. The intended use;
 3. The location and size of the proposed building, structure, or use as it relates to roads and rights-of-way;
 4. Lot lines;
 5. Other buildings on the site;
 6. Existing or proposed sewage disposal facilities;
 7. Existing or proposed water wells; and
 8. Lakes, streams, or wetlands.

Issuance of Permit. The Zoning Administrator will issue a Land Use Permit within 30 days of receiving a complete application and any required fees, after confirming that the proposed building, structure and/or use conforms with the Township's Zoning Ordinance.

All proposed buildings must be flagged or marked for site inspection before the Zoning Administrator will approve a Land Use Permit.

Land Use Permits are nontransferable and remain valid for *1 year* from the date of issuance.

Applicant(s) and Owner(s) Certification:

Applicant(s) and Owner(s) certify that the information submitted in and attached to this application is true and correct to the best of their knowledge. Applicant(s) and Owner(s) acknowledge and agree that: (1) they are required to supplement the information submitted in and attached to this application when required within (10) days of any change in the above-submitted information; (2) it is their sole responsibility to comply with the requirements of any applicable Pinconning Township Ordinance, notwithstanding the signature or approval of any Township employee(s) or official(s); (3) Pinconning Township is not bound to recognize the approval or other action of any employees(s) or official(s) that is not in strict compliance with the applicable Pinconning Township Ordinance; and (4) the and resulting permit do not give the Applicant(s) and Owner(s) any vested rights to any permit or to any renewal.

Signature (Applicant) Print name: _____

Date _____

Signature (Owner) Print name: _____ Date

THIS SECTION TO BE COMPLETED BY PINCONNING TOWNSHIP

Permit No: _____

Fee

Fee Required: \$ _____ Date Rec'd: _____ [] Cash [] Check

Fee Collected by: _____

Inspection

Site Inspection Date: _____ Additional Inspection Date: _____

Comments: _____

Decision

On _____, 20____, the Pinconning Township Zoning Administrator:

[] Approved the application for the following reason(s): _____

[] Denied the application for the following reason(s): _____

Zoning Administrator

Date

Copy of Application for Land Use Permit and, if approved, copy of the final Permit retained by or provided to:

Applicant

Township Clerk

Property Owner