

GARFIELD TOWNSHIP Kalkaska County, Michigan
ZONING APPLICATION
Special Land Use Permit Application

Applicant Information

Name(s) _____
Current Address _____
Phone _____ Fax _____ E-mail _____

Property Owner Information (if different from applicant)

Name(s) _____
Current Address _____
Phone _____ Fax _____ E-mail _____

Property Information

Parcel Address (if different from above) _____
Parcel Number _____
Currently Zoned as _____ Property Size L x W _____ Total
Acreage _____
Legal Description _____

What would you like to do? Please describe the proposed use/request _____

Carefully read all the requirements in the "Legal Section" before signing this application. If you have any questions or concerns please contact the Zoning Administrator.

By signing this application I understand that the granting of this permit does not release me from the requirements of obtaining other federal, state and county permits before commencing the project.

I hereby attest that the information on this application is, to the best of my knowledge, true and accurate. I hereby grant permission for the members of the Garfield Township Board, Planning Commission, Zoning Board of Appeals, or Zoning Administrator to enter the above described property for the purposes of gathering information related to this application.

*If other than property owner, applicant is required to obtain property owner's signature before permit is granted. Signature will be verified by Zoning Administrator.

_____/_____
Applicant Signature Date *Owner Signature Date

For office use only:

Date Received _____ Completion Date _____
Fee Received _____ Approval Date _____ Hearing Date _____
Check Number _____ Denial Date _____ Action Date _____
Action Taken _____

_____/_____
Township Supervisor Planning Commission Chairperson Zoning Administrator
Date _____

GARFIELD TOWNSHIP
Kalkaska County, Michigan
SPECIAL LAND USE PERMIT

Please answer all the questions on this page completely. If additional space is needed, number and attach additional sheets. Total number of attached sheets _____

Property Information

Please list Names and Addresses of all other persons, firms, or corporations having a legal or equitable interest in the land that are not on the main application page.

| | |
|------------|---------------|
| Name _____ | Address _____ |
| Name _____ | Address _____ |
| Name _____ | Address _____ |

List All Deed Restrictions

This area is _____ Un-platted _____ Platted _____ will be platted.

If platted, name of plat _____

Present use of property _____

Action Requested

It is hereby requested that the Garfield Township Planning Commission, by vote, approve the issuance of a Special Land Use Permit on the property described in "Property Information" which is located in the zoning district _____ for the purpose of _____

A previous application for a Variance, Special Land Use permit or Re-Zoning on this land, (____ has ____ has not) been made with respect to these premises in the last ____ years.

If a previous Appeal, Re-Zoning, or Special Land Use permit application was made, please answer the following:

Date _____ Action Requested _____ Decision: approved _____ Denied _____

Statement of Support For This Request

Please justify your request for a Special Land Use permit below. The justification should address the following concerns:

1. The relationship of the Special Land Use permit restrictions (of Article 13, Section 13-4) to the particular Special Land Use proposed. Do they pose any unusual problems for compliance?

2. Impacts on the adjacent property and neighborhood. In particular; first, indicate what impacts of the proposed use on adjacent property are anticipated; and second, what steps will be taken to mitigate any negative impacts.

Consider the following concerns:

a. Will the proposed use adversely affect the health, safety or enjoyment of property or persons residing or working in the neighborhood?

b. Will the proposed use be detrimental to the public welfare or injurious to property or improvements in the neighborhood?

GARFIELD TOWNSHIP
Kalkaska County, Michigan
SITE PLAN INSTRUCTIONS:

A "Site Plan" is required for all requests. They are to be drawn in black ink. Please label everything neatly and include it with your completed application package at time of submission. In some cases a professional engineering site plan is required. Call the Z.A. if you have questions. Follow the step by step instructions below. If you have any questions, please feel free to call the Zoning Administrator. If you have a printer / copier, make a copy of your site plan for future reference.

All "proposed" buildings/structures/dwellings and or additions need to be "staked" prior to measuring

1. Determine which way to draw your property on the paper. Turn the paper sideways if your property is wider than it is longer.
2. Write your name and address at the top right hand corner of the page.
3. Draw and label your main road along the bottom of the page.
4. Draw all your property lines.
5. Label the Front, Rear, and Side Lot Lines.
6. Show length of property lines. (if known)
7. Show locations of and label all "EXISTING" and "PROPOSED" roads, private road, driveways, parking lots, rivers, streams, lakes, and manmade ponds if applicable.
8. Draw the location of all "EXISTING" structures, the types of buildings and their uses.
9. Label each one, "EXISTING"- House, Garage, Shed, Coop, Barn etc.(dimensions not necessary)
10. Draw, label, and highlight "PROPOSED" construction.
11. Show dimensions of "proposed" construction. L x W
12. Draw distance lines, including all measurements in "feet" from all boundary lines, streets/access routes, and any bodies of water to the nearest edge of the "PROPOSED" construction.
13. Draw in your sewage and waste disposal facilities, and water supply facilities existent and proposed for installation.
14. Draw a "North Arrow" off to the side. Circle a "N" an arrow should depict which way is North on your property

LEGAL SECTION

OTHER INFORMATION AS MAY BE REQUIRED BY THE ZONING ORDINANCE:

I/we affirm that they are the (specify; owner, lessee, or other type of interest) involved in the application; and that if this request is granted, I/we shall comply with all provisions of the Garfield Township Zoning Ordinance and that I/we am/are able from a legal, financial and physical basis to do so; and that the answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of my/our knowledge and belief.

AFFIDAVIT and PERMISSION for municipal, county and state officials to enter the property for inspections. I agree the statements made above are true, and if found not to be true this application and any approval will be void. Further, I agree to give permission for officials of the municipality, county and the state of Michigan to enter the property where this parcel division is proposed for purposes of inspection.

By signing this application I understand that the granting of this permit does not release me from the requirements of obtaining other federal, state and county permits before commencing the project.

I hereby attest that the information on this application is, to the best of my knowledge, true and accurate. I hereby grant permission for the members of the Garfield Township Board, Planning Commission, Zoning Board of Appeals, or Zoning Administrator to enter the above described property for the purposes of gathering information related to this application.

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KEEP THIS PAGE FOR REFERENCE

GARFIELD TOWNSHIP Kalkaska County, Michigan
ATTACHMENTS LIST

- A Copy of your Site Plan
- A Copy of the Property Deed (Required for property splits/divisions/line adjustments/rezoning)
- A Copy of your paid Property Taxes (for a copy contact Township Treasurer)
- Recordable Property Survey (not required for all applications. Contact Z.A. for details.)
- Soil Erosion Permit (if applicable)
- A Copy of Natural Rivers Permit (if applicable)
- Applicable Permit Fees payable by check or money order at time you submit your application. See Fee Schedule below .Do not send cash thru the mail.

Contacting the Zoning Administrator:

If you live within the Township contact the Zoning Administrator for an application.

Note: It is your responsibility to have access gates unlocked so the Zoning Administrator can enter the property.

Mail your Application to:
Garfield Township Hall
c/o Zoning Administrator
466 W. Sharon Road S.E.
Fife Lake, MI. 49633

For further permits or information on completing your project please contact:

www.kalkaskacounty.net

Kalkaska County Planning & Zoning Offices Phone: (231) 258-3367

890 Island Lake Rd. Kalkaska, MI 49646

Kalkaska County Road Commission Phone: (231) 258-2242

1049 Island Lake Rd NW, Kalkaska, MI 49646

Public Health Department District #10 Kalkaska County Phone: (231) 258-8669

625 Courthouse Dr. Kalkaska, MI 49646

DNR -Fisheries Division – Natural River Administration Phone: (989) 732-3541 ext. 5088

1732 West M-32 Gaylord, MI 49735

ZONING AND PLANNING FEE SCHEDULE 2016

| | |
|---|----------|
| Land Use Permit | \$ 30.00 |
| Special Meeting | \$550.00 |
| Zoning Board of Appeals | \$250.00 |
| Re-Zoning Petition/excluding Township | \$250.00 |
| Special Use Permit | \$250.00 |
| Tower Request | \$500.00 |
| Property Line Adjustment | \$ 50.00 |
| Initial Land Division Application Fee (2 parcels) | \$250.00 |
| Each Additional Parcel | \$ 75.00 |
| Zoning Ordinance Book – printed | \$ 20.00 |
| Violations (see Sec. 18-3 Zoning Ordinance) | ***** |
| Land Combination | \$30.00 |

These fees are subject to change without notice

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