

BERTRAND TOWNSHIP ZONING PERMIT APPLICATION

3835 Buffalo Rd, Buchanan, MI 49107 Phone: 269-695-5001

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No dwelling, building or structure subject to the provisions of the Bertrand Township Zoning Ordinance shall be erected, altered, enlarged or moved upon any lot or premises until a zoning permit has been approved by the Zoning Administrator. An approved zoning permit must be obtained before any excavation, construction, alteration, enlargement or movement is begun. **All zoning permit applications shall be accompanied by a site plan** as set forth by the Bertrand Township Zoning Ordinance.

Date of application: _____ Work starting date: _____

Job location (address/property ID#): _____

PROPERTY OWNER INFORMATION:

Name: _____

Address: _____

Telephone #: _____ Cell phone #: _____

TYPE OF JOB (House, fence, swimming pool, shed, deck, garage, agricultural building, commercial or industrial building, etc.):

SITE PLAN REQUIREMENTS (Three [3] copies required):

- ✓ Address and/or parcel number of the parcel the structure is going to be constructed upon.
- ✓ All boundary lines of the parcel which the structure will be constructed on, including all dimensions.
- ✓ Location of proposed structure on parcel, including distance from all property lines, and road right of way, easement(s), any public and/or private utilities, including an arrow pointing north.
- ✓ Location of any lakes, streams, ponds, wet lands, any man made features such as existing roads, driveways, and structures, indicating any features that will remain, and any that will be removed and/or altered.
- ✓ Name, address, date, scale, and signature of the person who prepared the site plan.

If it is deemed necessary, a survey by a professional surveyor may be required in order to insure all requirements of the Bertrand Township Zoning Ordinance are achieved, and shall be paid for and provided by the property owner. Site plans requiring review of the Planning Commission have additional site plan requirements which will be furnished to the owner/applicant.

PROPERTY OWNER AFFIDAVIT:

I hereby certify that I know where my property boundary lines are located and have verified their existence. I additionally certify that the improvements to my property described above have been located accurately, and that the distance shown to the property lines are correct. I further grant permission for agents or employees of Bertrand Township to enter my property for the purpose of gathering information pending this permit.

Property owner signature: _____ Date: _____

APPLICANT SIGNATURE:

I hereby certify that all information is correct to the best of my knowledge, and agree to construct said work in accordance with the Michigan Building Code and the Bertrand Township Zoning Ordinance.

Applicant signature: _____ Date: _____

Applicant address: _____

Applicant phone #'s: _____

Zoning Administrator (must be signed): _____ Date: _____

If your application is approved, it will be signed and returned. If denied, you will receive a letter stating reason(s) for denial.