

BOARDMAN TOWNSHIP
Kalkaska County, Michigan
ZONING APPLICATION

Request for:

Land Use Permit _____

Planned Unit Development. _____

Special land Use Permit _____

Re-Zoning of Property _____

Applicant Information:

Name(s) _____

Current Address _____

Phone _____ E-mail, _____

Property Owner Information (if different from applicant)

Name(s), _____

Current Address, _____

Phone _____ E-mail _____

Property Information:

Parcel Address (if different from above) _____

Directions to property to aid in finding location:

Parcel Number _____

Currently Zoned as _____

Property Size (LxW) _____ Total Acreage _____

Legal Description _____

A Site Plan must be included with this application. Was a site plan included: **YES** **NO**

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

If you have any questions or concerns please contact the Zoning Administrator.

By signing this application / 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 Boardman 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 _____

**Submit this Application and all the other required documents/payments to the Zoning Administrator
Teresa Captain PO BOX 88 South Boardman, MI 49680**

Phone: 231.369.2551 Cell: 231. Fax: Email: Zoning@BoardmanTownshipMI.net

For office use only

Date Received _____ Fee Received Amount _____

Check Number _____ Cash _____

Permit Issued YES NO Date Permit# _____

Attached Carbon Copy of Permit YES NO

First Inspection Date _____

Notes _____

Second Inspection Date _____

Notes _____

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SITE PLAN INSTRUCTIONS:

A "Site Plan" is required for all requests. Please label everything neatly and include it with your completed application at time of submission. 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 in the Box below. Note North marked above the box.
2. Draw and label your main road along the bottom of the page.
3. Draw all your property lines.
4. Label the Front, Rear, and Side Lot Lines.
5. Show length of property lines. (If known)
6. Show locations of and label all "EXISTING" and "PROPOSED" roads, private road, driveways, parking lots, rivers, streams, lakes, and manmade ponds if applicable.
7. Draw the location of all "EXISTING" structures, the types of buildings and their uses.
8. Label each one, "EXISTING"- House, Garage, Shed, Coop, Barn etc.(dimensions not necessary)
9. Draw, label, and highlight "PROPOSED" construction.
10. Show dimensions of "proposed" construction. L x W and total Square Footage
11. 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.
12. Draw in your sewage and waste disposal facilities, and water supply facilities existent and proposed for installation.

OFFICIAL USE ONLY: Site Plan Approved? YES NO Signature of Zoning Admin: _____

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