

# CROCKERY TOWNSHIP ZONING APPLICATION

This application will not be accepted if **incomplete**. All required materials must be submitted at least 45 days prior to the next meeting.

App. # \_\_\_\_\_

## APPLICATION FOR:

- Zoning Compliance     Rezoning     Site Plan Review     Special Land Use     Subdivision  
 Variance     Planned Unit Develop     Other: \_\_\_\_\_

## APPLICANT INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## OWNER INFORMATION (if different than applicant)

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## PROPERTY INFORMATION

Address or Location: \_\_\_\_\_  
Permanent Parcel #: \_\_\_\_\_ Zone District (Current): \_\_\_\_\_ Property Size: \_\_\_\_\_  
Nearest Cross Streets: \_\_\_\_\_

## DESCRIPTION OF REQUEST (including drawing – see back)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

I hereby grant permission for members of the Crockery Township Planning Commission (Zoning Board of Appeals) (Township Board) to enter the above described property (or as described in the attached) for the purposes of gathering information related to this application/request/proposal. *(Note to the applicant: This is optional and will not affect any decision on your application.)*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### For Office Use Only

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Application Accepted by: \_\_\_\_\_  
Submitted Materials:     Site Plan     Application     Legal Description     Other \_\_\_\_\_

Copy to Assessor \_\_\_\_\_

This form to be signed by each applicant and retained in the Township office

TOWNSHIP OF CROCKERY

COUNTY OF OTTAWA, MICHIGAN

**NOTICE TO APPLICANTS FOR ZONING CHANGES, SITE PLAN REVIEW, SPECIAL LAND USES, PRIVATE STREET APPROVAL, OPEN SPACE DEVELOPMENTS, SITE CONDOMINIUMS, PLATTED SUBDIVISIONS, VARIANCES, ETC.**

Thank you for submitting your application and the required application fee to Crockery Township for:

- Rezoning of lands;
- Site plan review;
- Special land use;
- Private street approval;
- Condominium or Site condominium approval;
- Platted subdivision;
- Planned unit development;
- Open space development;
- Variance; ordinance interpretation
- Other: \_\_\_\_\_

The Township Board has established a policy that the costs and expenses incurred by the Township in the consideration and review of zoning applications and other land-related applications are to be reimbursed to the Township by applicants. In this way, these Township expenses are borne by the party making the application, rather than by Township taxpayers in general. This reimbursement of the Township’s actual costs and expenses is in addition to the applicable application fee.

Such additional costs and expenses incurred by the Township may include such things as engineering fees, attorney fees, cost of special meetings, publication expenses, the fees of other consultants and other costs that the Township may incur. The Township keeps detailed records of all expenses incurred by each application.

As authorized by the Township Board, you are required to pay a portion of estimated Township expenses in advance, into an escrow account, and you will be billed subsequently as any additional expenses are incurred. It is your responsibility to reimburse the Township for the actual Township costs and expenses resulting from the review of your application. Any excess amount paid to the Township will be refunded to you, after the Township has received and paid all the invoices.

*No building permits, zoning permits, or other Township permits or approvals can or will be issued until all fees are paid and until a sufficient amount has been paid into the zoning escrow account.*

To indicate your understanding of the Township’s zoning escrow fee policy, please sign this form in the space indicated below and return it to the Township office.

\_\_\_\_\_

***I understand that I am responsible for the reimbursement to the Township of its actual expenses incurred in connection with my application, under the Township escrow fee policy, and I agree to pay such amounts on a timely basis, under the terms of that policy.***

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

**TYPE OF BUILDING**

*Single-family Dwelling:* \_\_\_ Site built \_\_\_ Pre-manufactured \_\_\_ New \_\_\_ Replacement/ Relocation

\_\_\_ Agricultural \_\_\_ Multi-family Residential \_\_\_ Interior Renovation \_\_\_ Industrial

\_\_\_ Commercial \_\_\_ Exterior Renovation

*Accessory:* \_\_\_ Residential \_\_\_ Garage \_\_\_ Attached \_\_\_ Detached \_\_\_ Carport

**TYPE OF STRUCTURE**

\_\_\_ Porch \_\_\_ Swimming Pool \_\_\_ Demolition \_\_\_ Sign \_\_\_ Telecommunications Tower

\_\_\_ Fence \_\_\_ Other Structure

**DIMENSIONS**

Width \_\_\_\_\_ Feet X Length \_\_\_\_\_ Feet X Height \_\_\_\_\_ Feet

Total Square Feet \_\_\_\_\_ No. of Stories \_\_\_\_\_

Square Footage by Floor: 1<sup>st</sup> Floor \_\_\_\_\_ 2<sup>nd</sup> Floor \_\_\_\_\_ 3<sup>rd</sup> Floor \_\_\_\_\_

Basement \_\_\_\_\_ Garage \_\_\_\_\_ Porch/deck \_\_\_\_\_

**OTHER**

\_\_\_\_\_ Well Permit from O.C. Health Dept.

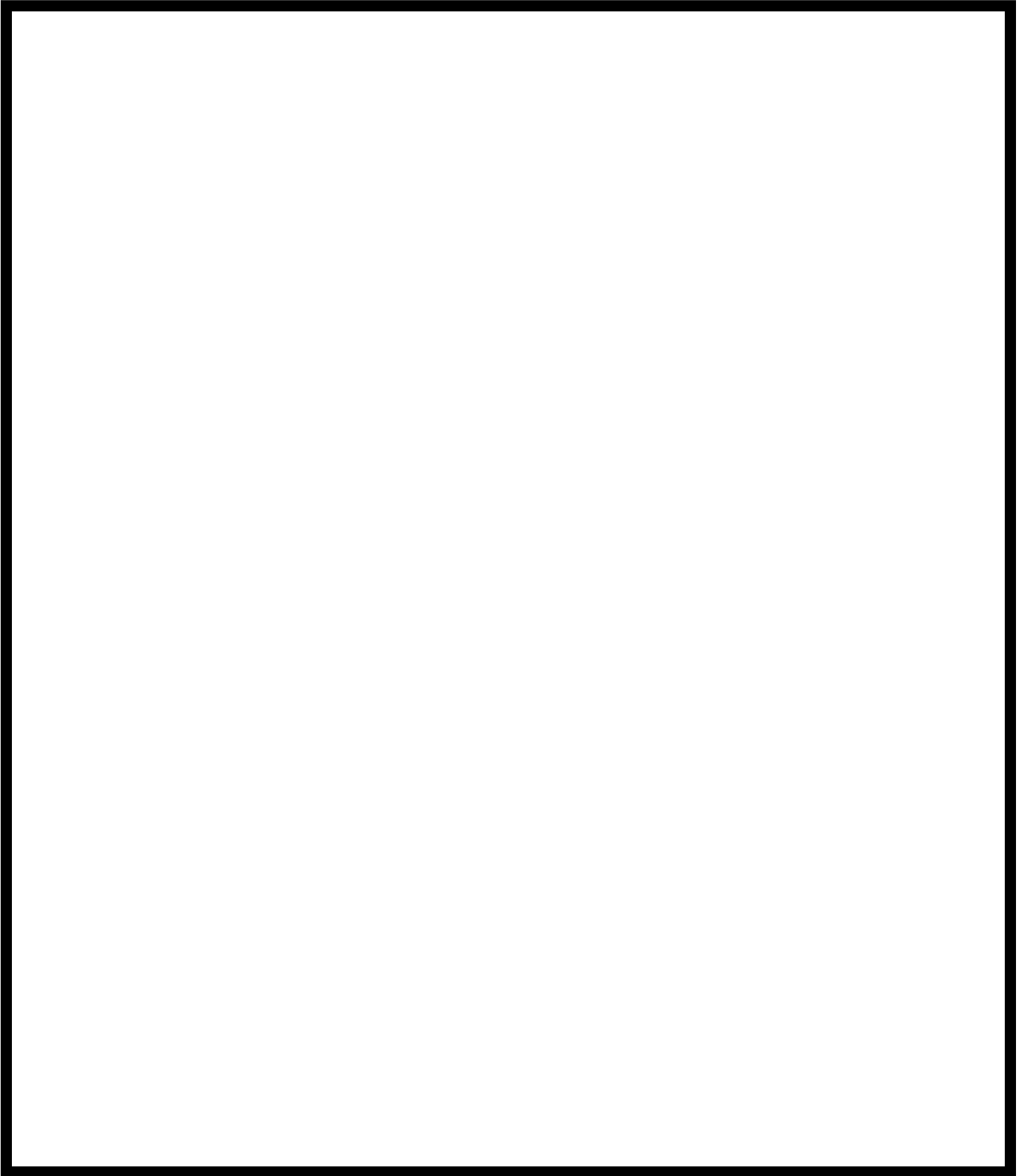
\_\_\_\_\_ Septic and Drain Field Permit from O.C. Health Dept.

\_\_\_\_\_ Soil Erosion and Sedimentation Control Permit from O.C. Water Resources

\_\_\_\_\_ Driveway Permit applied for from O.C. Road Commission

STREET

NORTH



Show driveway and street name, all existing and proposed buildings and structures including dimensions and distance to property lines.  
Please indicate front, side and rear property lines.