

Leroy Township

8156 4 Mile Road

(269) 979-9421

East Leroy, MI 49051 (269) 979-2775 Fax

CONDITIONAL USE PERMIT APPLICATION (Leroy Township Zoning Ordinance – Article XVI)

Name of Applicant: _____

Mailing Address: _____

Home Phone: _____

Business Phone: _____

Address of Property: _____

Property Tax I.D. Number: 13 – 14 – _____

Present Zoning District: _____

The following **MUST** be submitted with this application:

1. Written summary of request

As dictated by the Zoning Ordinance, the following are the guidelines for review. Therefore, it is in the best interest of the applicant to address fully the points listed below. The Planning Commission shall review the particular circumstances and facts of proposed use in terms of the following standards and required findings, and shall find and record adequate data, information and evidence showing that such a use on the proposed site lot or parcel:

- a. WILL be harmonious with and in accordance with the general objectives, intent and purposed of the Zoning Ordinance*
- b. WILL be designed, constructed, operated, maintained and managed so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity*
- c. WILL be served adequately by essential public facilities and services, such as: highways, streets, police, and fire protection, drainage structures, refuse disposal or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service*
- d. WILL not be hazardous or disturbing to existing or future neighboring uses*
- e. WILL not create excessive additional requirements at public costs for public facilities and services*

2. An accurate survey drawing with legal description

3. Site Plan that includes all existing and proposed buildings

4. Notarized statement of ownership (signed application to be notarized)

All applicants (or their designee) are required to attend all public hearings and meetings related to this request. Failure to attend these meetings may result in the forfeiture of all fees and may require you to reapply by filing a new application.

I hereby certify that all information submitted on or with this application is true to the best of my knowledge and belief.

I also certify that I am the owner of said property or have the legal authority to act on the owner's behalf and have therein provided appropriate documentation of ownership or of that authority.

Signature of Applicant

Date

Notary:

Subscribed and sworn to before me this _____ day of _____, 20_____.

Signature of Notary

County

My Commission Expires on _____

Fee Received On: _____

Application Exp Date: _____

Board Approved 06/20/06

Copies retained by: (1) Applicant, (2) Clerk, and (3) Planning Commission

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TOWNSHIP BOARD ACTION

Application Denied. Explanation:

Application accepted with the following conditions: *(Conditions specific to Permit)*

This permit shall take effect on _____ day of _____, 20_____, provided signatures of a Township Official AND the applicant are obtained below. This permit will continue to be in effect until the _____ day of _____, 20_____, or such time as any violation of this agreement occurs. This agreement falls under the Zoning Ordinance authority of revocation processes.

Signature of Township Official

Date

Printed Name & Title

I do hereby agree to all conditions established herein as set forth by Leroy Township, Calhoun County, Michigan.

Signature of Applicant

Date

FOR OFFICE USE

PROCEDURE & ACTION RECORD CHECKLIST

Retain copies of all actions and motions pertinent to the following, with this file. Initial & date where applicable.

- | | |
|--|---|
| _____ Written Summary | _____ Receipt at Township Board Meeting |
| _____ Notarized Statement of Ownership | _____ Review at Planning Commission Meeting |
| _____ Document of Authority (if applicant not owner) | _____ Public Hearing |
| _____ Complete Survey Drawing | _____ Date(s) of Notice of Public Hearing |
| _____ Site Plan | _____ Notice to Adjacent Property Owners |
| _____ Zoning Administrator | _____ Material Sent to County |
| _____ Building Inspector | _____ Material Returned from the County |
| _____ Clerk | _____ Township Board Decision Meeting |
| _____ Supervisor | _____ Notice to Application |
| _____ Attorney, if required | _____ Zoning Board of Appeals |