

# Lake Township

## Huron County, Michigan

P.O. Box 429, 4988 W. Kinde Rd., Caseville, MI, 48725 • Phone (989) 856-4867  
Email: zoning@laketownship.net

### ZONING PERMIT APPLICATION – DWELLING

(Single Family and Two-Family Dwellings and Related Accessory Uses/Structures)

References to "Section" and "Article" refer to the Lake Township Zoning Ordinance. They are provided to assist the applicant. The references highlight parts of the Ordinance that may apply but do not necessarily identify all parts that apply.

**Important Notice to Applicants:** This application must be completed in full and 3 copies submitted to the Zoning Administrator (see #14). All questions must be answered completely. If additional space is needed, number and attach additional sheets. Approval of this application is required before a Zoning Permit can be issued. The erection of a building or structure, or excavation for any building or structure, prior to the issuance of a Zoning Permit and Building Permit, is a violation of the Lake Township Zoning Ordinance.

1) Applicant: \_\_\_\_\_  

Name
Street Address
City/State/Zip
Telephone

2) Landowner: \_\_\_\_\_  
(if different than applicant) 
Name
Street Address
City/State/Zip
Telephone

3) Applicant's Interest in Property:  Owner  Lessee  Buy Option  Other/Specify: \_\_\_\_\_

4) Property Address: \_\_\_\_\_ and Property Acreage: \_\_\_\_\_

5) Property Tax #: \_\_\_\_\_ and Zoning District: \_\_\_\_\_

6) Deed restrictions on parcel:  Yes  No

7) Is property in a  platted subd. or  condominium? If "yes", its name is: \_\_\_\_\_

8) Existing Use of Property: \_\_\_\_\_

9) Legal Description (attach sheet if necessary) \_\_\_\_\_  
 \_\_\_\_\_

10) Names, addresses, phone #s of all other persons or entities having legal or equitable interest in the land not otherwise listed in (1) or (2):  
 \_\_\_\_\_  
 \_\_\_\_\_

11) This application is made for which of the following: (Check all that apply)

- Single family dwelling, Sec. 20.6     Detached Garage, Sec. 20.8     Temporary Dwelling, Sec. 20.7
- Pole Barn or other accessory building (excluding garage), Sec. 20.8     Outdoor Furnace, Sec. 20.17
- Outdoor residential swimming pool, Sec. 20.15     Other/Specify: \_\_\_\_\_

12) Which of the following best describes the nature of the proposed activity?

- New dwelling and/or accessory residential use/structure/building, on vacant property.
- Expansion, renovation and/or repair of existing dwelling and/or existing accessory residential use/structure/building.
- Other/Specify: \_\_\_\_\_

For TOWNSHIP USE Only			
Application Number: _____		Property Tax Number: _____	
Date Received: _____		Zoning Administrator Action Taken (circle as appropriate)	
Fee Paid	Date	<input type="radio"/> Approved <input type="radio"/> Approved with Conditions <input type="radio"/> Denied	
1)		on the following date: _____	
2)			
Notes: _____ _____			

13) If the property or any existing structure(s) are nonconforming, describe each nonconformity (see Article 6). These nonconformities may apply to, for example only, setbacks, lot area, lot width and building height.

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14) **SUPPORTING DOCUMENTS:** 3 copies of the following materials shall be submitted along with 3 copies of this completed application.

- A. **Plot Plan including Scaled Property Drawing:** Prepared according to Sec. 2.4(B)(1).
- B. **Proof of Property Ownership:** Attach proof of ownership of the property such as a warranty deed, land contract or other evidence of interest in the property
- C. **Deed Restrictions:** Attach a copy of all deed restrictions applicable to the subject property.
- D. **Detailed Description:** A detailed description of the proposed actions being applied for. The narrative description must be dated along with the signature of the applicant, and the preparer's signature.
- E. **Copies of Permits:** Attach copies of all permits received such as, by example, septic permit, well permit, driveway permit, wetland permit, and soil erosion/grading permit.
- F. **List of Attachments:** Check attachments as applicable and note the number of pages of each:
  - Legal Description; pages \_\_\_\_\_
  - Deed Restrictions; pages \_\_\_\_\_
  - Detailed Description; pages \_\_\_\_\_
  - Permits \_\_\_\_\_; pages \_\_\_\_\_
  - Other \_\_\_\_\_; pages \_\_\_\_\_
  - Other \_\_\_\_\_; pages \_\_\_\_\_
  - Proof of Property Ownership; pages \_\_\_\_\_
  - Plot Plan; pages \_\_\_\_\_

15) **AFFIDAVIT:** I (we) agree the statements made above are true, and if found not to be true, any zoning permit that may be issued may be voided. I (we) agree to comply with the conditions and regulations provided with any permit that may be issued, and that any permit that may be issued is with the understanding all applicable provisions of the Lake Township Zoning Ordinance will be complied with. I (we) agree to permit officials of Lake Township, the County and the State of Michigan to enter the property subject to this permit application for purposes of inspection, with reasonable notification. I (we) understand this is a zoning permit application and not a zoning or building permit. I (we) understand that a building permit must also be acquired according to the State Construction Code. I (we) understand that a zoning permit conveys only land use rights and does not include any representation or conveyance of rights in any other statute, building code, deed restriction or other property rights.

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Applicant Signature(s)      Date

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Property Owner's(s) Signature(s)      Date  
(if different than applicant)

# LAKE TOWNSHIP

## ZONING PERMIT APPLICATION AND BUILDING PERMIT APPLICATION CHECK LIST [x]

The following items are required when submitting a zoning permit application and building permit application. Please use this checklist for your convenience. Failure to do so may result in unnecessary delays.

- CURRENT SURVEY OF PROPERTY SHOWING EXISTING IMPROVEMENTS AND SQUARE FOOTAGE OF LOT.**
- DEED OF THE PROPERTY**
- BUILDING PLANS (2 sets) FOR ALL NEW CONSTRUCTION SHOWING FLOOR PLAN, ELEVATIONS, CROSS SECTIONS, WALL SECTIONS AND FLOOR & ROOF DESIGN PLAN**
- PLOT PLAN OR DETAILED DRAWING DONE TO SCALE SHOWING PROPERTY LINES, UTILITY LINES, DRIVEWAYS, PROPOSED CONSTRUCTION, ANY AND ALL EXISTING BUILDINGS, WELL AND SEPTIC. SHOW ALL MEASUREMENTS/DISTANCES OF ABOVE FROM PROPOSED CONSTRUCTION AND PROPERTY LINES. THE FRONT SET-BACK MUST BE FROM FRONT PROPERTY LINE, NOT FROM THE ROAD.**

The following permits shall be submitted with a zoning permit application. No zoning permit applications will be reviewed until all required permits are obtained

- Soil Erosion & Sedimentation Control Permit –**  
Permit # \_\_\_\_\_
- Wetland Permit – Permit #** \_\_\_\_\_
- High Risk Erosion Permit – Permit #** \_\_\_\_\_
- Floodplain Survey - Survey #** \_\_\_\_\_
- Septic Permit – Permit #** \_\_\_\_\_
- Well Permit – Permit #** \_\_\_\_\_

**ADDITIONAL REQUIREMENTS for zoning permit review FOR ANY CONSTRUCTION PROJECTS:**

- BUILDING LOCATION MUST BE INDICATED BY STAKES AT SITE**

**LOT LINES MUST BE INDICATED BY STAKES AT SITE**

**STREET ADDRESS** \_\_\_\_\_

**ADDITIONAL PERMITS REQUIRED WITH SUBMISSION OF BUILDING PERMIT APPLICATION:**

**PLUMBING PERMIT - #** \_\_\_\_\_

**ELECTRICAL PERMIT - #** \_\_\_\_\_

**MECHANICAL PERMIT - #** \_\_\_\_\_

**TOTAL OF ALL STRUCTURES CANNOT EXCEED LAND COVERAGE OF MORE THAN 35% OF ENTIRE LOT**

**NUMBER OF BEDROOMS IN PROPOSED ADDITION OR NEW CONSTRUCTION MUST BE INDICATED ON SITE PLAN APPLICATION**

**HAS LOT EVER BEEN DIVIDED?**

**YES** If so, must have documentation (deeds, title, etc.) of ownership

**NO**

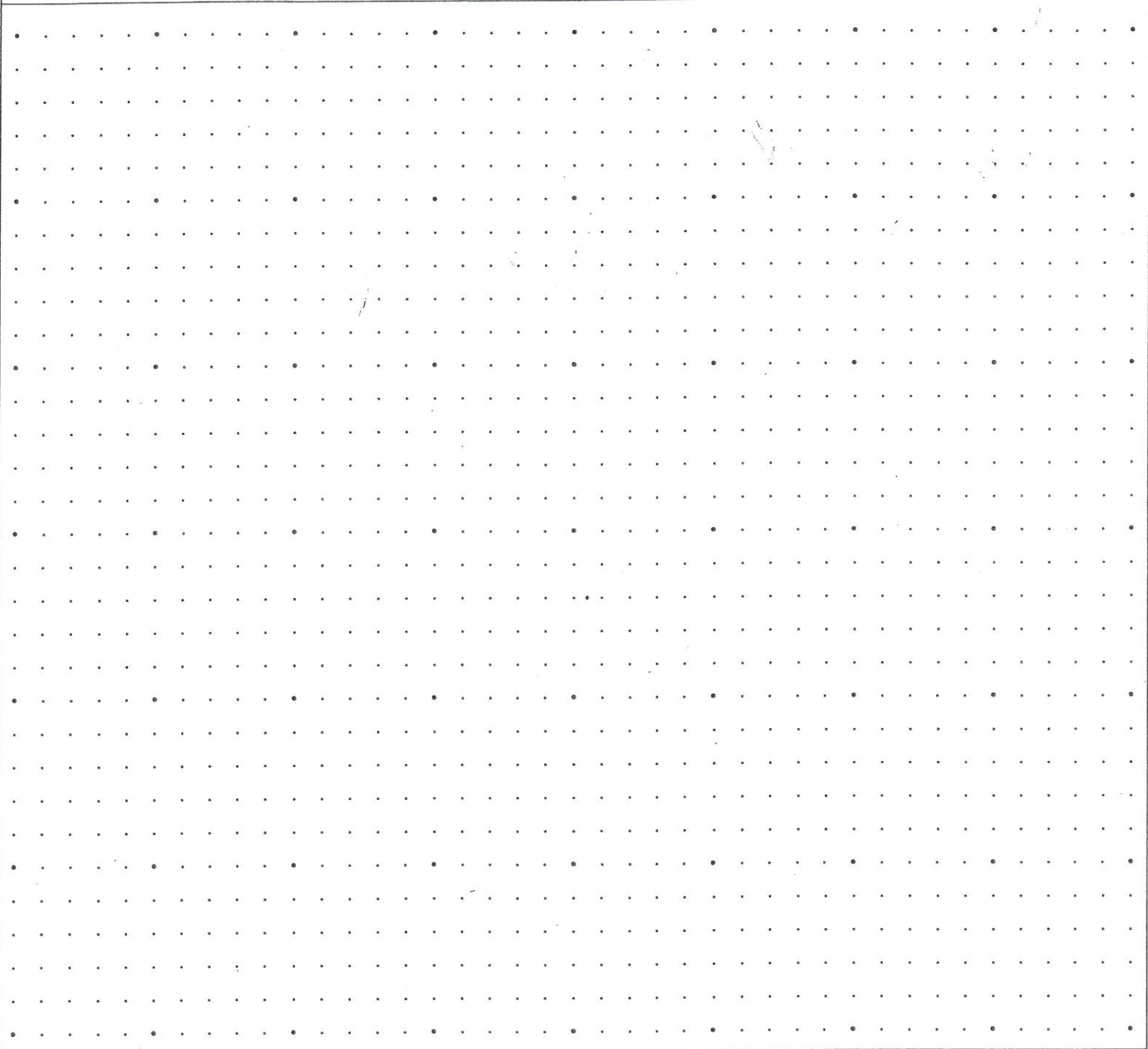
Some construction projects may require site plan review by the Lake Township Planning Commission. The Planning Commission holds regular monthly meetings on the 4<sup>th</sup> Wednesday of the month. If your project requires review by the planning commission, a completed site plan application and all required permits should be submitted to the Zoning Administrator prior to the 4<sup>th</sup> Wednesday of the month.

**NOTE: BUILDING PERMIT MUST BE OBTAINED PRIOR TO BEGINNING CONSTRUCTION**

**III. SITE OR PLOT PLAN – (Be sure drawing is done TO SCALE)**

SHOW LOCATION & DIMENSIONS, INCLUDING HEIGHT, OF ALL EXISTING BUILDINGS, PROPOSED NEW CONSTRUCTION, PROPERTY LINES, WELL AND SEPTIC AND DISTANCES BETWEEN ALL OF THE ABOVE

Note: Setbacks are taken from the closest point of a structure (i.e. overhangs, etc.)



**FOR OFFICE USE ONLY**

**IV. VERIFICATION**

Zoning District \_\_\_\_\_ Plan Review Fee \$ \_\_\_\_\_ Map No.: \_\_\_\_\_

         SQ FT of All Bldgs divided by          SQ FT of Bldg Site equals % of Lot Coverage

Date \_\_\_\_\_ Approved by: \_\_\_\_\_ TITLE: LAKE TWP. PLANNING & ZONING ADMINISTRATOR