

# BOIS BLANC TOWNSHIP ZONING APPLICATION

Date Received (Office Use):

Permit Number (Office Use):

PO Box 898, Pointe Aux Pins, MI 49775

Phone: 231-634-7275 Fax 231-634-7021

**Make Check Payable to: Bois Blanc Township - - - FEE: \$50.00**

## JOB LOCATION

Street Address		Legal Description of Property	
Property Tax I.D. Number _____-_____-_____-_____-_____-_____		Subdivision, Block, Lot, etc.	Section #
Directions to job location from Township Dock:			Area of Island (East, West, Lake Thompson, etc.)

Please include any additional information about the property that might be helpful to know in reviewing your application.

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## APPLICANT INFORMATION

<input type="checkbox"/> Property Owner	<input type="checkbox"/> Purchaser – Option or Purchase Agreement Date deed will be recorded with Register of Deeds ____/____/____	<input type="checkbox"/> Purchaser – Land Contract Please attach a copy of the land contract
<input type="checkbox"/> Tenant	<input type="checkbox"/> Developer / Contractor	<input type="checkbox"/> Engineer / Architect
Name		Company (if applicable)
Address	City & State & Zip	Cell
Telephone	Fax	E-mail

## OWNER INFORMATION

Name	Telephone	Cell
Address	City, State & Zip	E-mail

### AFFIDAVIT of OWNER or AUTHORIZED REPRESENTATIVE

I hereby certify that I am the owner of the above described property, or that the proposed work has been authorized by the owner of record and I have been authorized by the owner to make this application. I certify that the information provided herein is true and correct, and give the Bois Blanc Township Zoning Administrator permission to enter the property for purposes of inspection(s) as deemed necessary.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

## TYPE AND COST OF PROPOSED BUILDING

Please check all that apply.			<b>Cost: (enter line below):</b>
<input type="checkbox"/> Residential--Single Family Dwelling	<input type="checkbox"/> Amusement, Recreational	<input type="checkbox"/> New Building, Addition, Alteration	_____
<input type="checkbox"/> Residential--2 or More Family	<input type="checkbox"/> Church, Other Religious	<input type="checkbox"/> Repair, Replace, Wreck, Move	_____
<input type="checkbox"/> Garage/Carport/Shed	<input type="checkbox"/> Commercial, Industrial	<input type="checkbox"/> Sign, or Other (describe)	_____

## PERMIT REQUEST

Please provide a detailed description of your request (*proposed* building, sign and/or *proposed* use):

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## SIGN INFORMATION

*(If Applicable)*

Type of Sign:	Dimensions of sign (l,w,h):	Sign Location:
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## BUILDING INFO

Number of Stories:		Overall Width/Overall Length:	
Overall Height:		Principal Type of Frame:	

## B BUILDING DIMENSIONS

1 <sup>st</sup> Floor:		Number of Bathrooms : _____	
2 <sup>nd</sup> Floor:		Porch/Deck: Covered: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Garage/Pole Building:		Porch/Deck: Covered: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other: _____		<b>Total Square Feet:</b>	

## PLOT PLAN

Please include each item listed below on the plot plan on page 3 of this application. Check the "drawn" box after the item is included on the plot plan. Check the "N/A" box if the item required is not applicable to your parcel.

Drawn	N/A	Required Information To Be Included On Plot Plan	Drawn	N/A	Required Information To Be Included On Plot Plan
<input type="checkbox"/>	<input type="checkbox"/>	Property line dimensions and property shape.	<input type="checkbox"/>	<input type="checkbox"/>	Parcels under separate ownership therein.
<input type="checkbox"/>	<input type="checkbox"/>	Front, rear, & side setback dimensions.	<input type="checkbox"/>	<input type="checkbox"/>	Road Right-Of-Way (ROW); access or utility easements.
<input type="checkbox"/>	<input type="checkbox"/>	Location, shape & size of all existing & proposed buildings on property.	<input type="checkbox"/>	<input type="checkbox"/>	The existing and intended use of the lot and structures.
<input type="checkbox"/>	<input type="checkbox"/>	Location of all drives and parking areas.	<input type="checkbox"/>	<input type="checkbox"/>	Place north arrow on plot plan.
<input type="checkbox"/>	<input type="checkbox"/>	Rivers, lakes, wetlands, or streams within 500 ft.	<input type="checkbox"/>	<input type="checkbox"/>	Other essential zoning information.

## SETBACKS

Please provide the setback distance from the proposed structure to each property line. These setback dimensions are to be included on the plot plan also.

Front Setback	Rear Setback	Side Setback  Side Setback	Waterfront
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## PLOT PLAN

## AFFIDAVIT

I agree the statements made above are true, and if found not to be true or incomplete, any zoning permit that may be issued may be void. I agree to comply with the conditions and regulations provided with any permit that may be issued. I agree the permit that may be issued is with the understanding that I will comply with all applicable sections of the Bois Blanc Township Zoning Ordinance.

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

\_\_\_\_\_  
Date

## ZONING ADMINISTRATOR USE ONLY

### PLOT PLAN REQUIREMENTS

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Are property line dimensions and property shape included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are front, rear & side setback dimensions included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are location, shape & size of all existing & proposed buildings on property included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are location of all drives and parking areas included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are rivers, lakes, wetlands, or streams within 500 ft. included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are parcels under separate ownership therein included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are Road Right-Of-Way (ROW); access or utility easements included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are the existing and intended use of the lot and structures included on the plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Is the north arrow included on the plot plan?

### APPLICATION REQUIREMENTS

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Is the application / plot plan complete?
<input type="checkbox"/>	<input type="checkbox"/>	Did the property owner sign page 1 of the application?
<input type="checkbox"/>	<input type="checkbox"/>	Did the applicant sign the affidavit on page 3 of the application?
<input type="checkbox"/>	<input type="checkbox"/>	Did the applicant pay the application fee?

### APPROVAL / DENIAL

Zoning District:	<input type="checkbox"/> Zoning Application – Approved <input type="checkbox"/> Zoning Application – Approved with conditions (see conditions below) <input type="checkbox"/> Zoning Application - Denied <input type="checkbox"/> Zoning Application - Not Required
Notes:	
<div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 60%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black;"/>           Signature of Zoning Administrator         </div> <div style="width: 35%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black;"/>           Date         </div> </div>	

### CONDITIONS

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# Plot Plan - Sample

