

**BUEL TOWNSHIP**

**ZONING PERMIT APPLICATION**

Pursuant to the Michigan Zoning Enabling Act and the Buel Township Zoning Ordinance, the undersigned hereby requests a zoning compliance permit from the Zoning Administrator for the following parcel(s) of land:

Address or Location of Property: \_\_\_\_\_

Tax Parcel Identification No.: \_\_\_\_\_

Legal Description of Property:

Size of Parcel in Acres or Sq. Feet: \_\_\_\_\_

Parcel Width: \_\_\_\_\_ Parcel Length: \_\_\_\_\_ Road Frontage: \_\_\_\_\_  
(in feet) (in feet) (in feet)

Present Zoning District: \_\_\_\_\_

Present Land Use: \_\_\_\_\_

Proposed Land Use: \_\_\_\_\_

\_\_\_\_\_  
Name of Applicant (Property Owner)

\_\_\_\_\_  
Address of Applicant

\_\_\_\_\_  
Telephone Number

**Pursuant to Section 3.02 of the Buel Township Zoning Ordinance, the Applicant must: 1) complete and submit this Zoning Permit Application to the Buel Township Zoning Administrator, 2) pay the applicable fee, and 3) provide a Plot Plan with the Application** (a Plot Plan is scale or dimensional drawing showing property lines, driveways and roads, location and dimensions of all structures which exist on the property as well as any proposed structures, and water areas such as ponds, lakes, streams, or drains including wells and septic systems. The plot plan may be prepared by the owner and need not be prepared by a surveyor or engineer) **before this Zoning Permit Application will be deemed to have been filed with the Township.** (see page 2 for Site Plan requirements)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner(s)

## Site Plan Review Requirements

Section 15.01. SCOPE. A site plan shall be prepared and submitted for every construction project and every proposed change in land use, except that no site plan shall be required for single-family residences, farm buildings, or buildings which are accessory to single-family residences.

Section 15.02. PROCEDURE. All site plans shall be submitted first to the Zoning Administrator, who shall review the plans for compliance with the requirements of the Zoning Ordinance. The Zoning Administrator shall then refer the site plan to the Planning Commission for review and decision. Once a site plan is approved by the Planning Commission, it shall not be altered without the consent of the Planning Commission.

Section 15.03. CONTENT. Each site plan shall include the following:

- A. Area of the site.
- B. Date, north point, and scale of not less than one (1) inch equals one hundred (100) feet.
- C. Dimensions of all property lines.
- D. Location and dimensions of all existing and proposed structures on the property or on adjacent properties within one hundred (100) feet of the property lines.
- E. Location and dimensions of all existing and proposed roads (including rights-of-way), driveways, sidewalks, and parking areas (see Article 11).
- F. Location of all existing and proposed utility lines, wells, septic systems, and storm drainage.
- G. Location, dimensions and details of proposed plantings, greenbelts and landscaped areas (see Section 12.08).
- H. Exterior drawings of proposed new buildings or existing buildings to which major additions are proposed.
- I. Location, dimensions, and drawings of existing and proposed signs (see Section 12.06).
- J. Name, address, and telephone number of the person who prepared the site plan.

Section 15.04. STANDARDS. In determining whether to approve, modify, or deny a site plan, the Planning Commission shall consider the following:

- A. Adequacy of traffic ingress, egress, circulations, and parking.
- B. Adequacy of landscaping to protect adjoining properties and enhance the environment of the community.
- C. Location and design of proposed structures so as to ensure that detrimental effects on adjacent properties will be minimized.
- D. Adequacy of storm drainage.
- E. Location and design of signs so as to prevent highway visibility obstructions, driver distractions, encroachments, and adverse impacts on the community environment.

Section 15.05. DEPOSIT. A cash deposit, performance bond, or bank letter of credit shall be posted with the Township as a guarantee that the project will be completed in accordance with the approved site plan. Upon the completion of the project in accordance with the approved site plan, the deposit shall be released. The amount of the deposit shall be five (5%) percent of the project cost, but in no case less than One Thousand (\$1,000.00) Dollars.

Section 15.06. TIME FOR COMPLETION. Each site plan shall be fully complied with and all construction completed within one (1) year of the date the building permit is issued. Site plan approval shall expire two (2) years from the date the Planning Commission granted initial approval, unless the site plan has been fully completed or unless an extension has been granted by the Planning Commission.