

# SANILAC TOWNSHIP

## SITE PLAN REQUIREMENTS

### Each Site Plan must include:

- A complete drawing of the footprint of all existing structures and features, including their dimensions (width, length & height) and positioning on the property from all lot lines. (front, side & rear)

The sketch should also include the location of any/all fences, sheds, garages, pole barns, decks, pools, ponds, and the location of the driveway (width and length).

- The well and the septic field should be defined on the site plan and a copy of the County permits should be attached.
- Any other permits, including soil erosion, DNR, and DEQ (where applicable) must be attached to the Land Use Permit. .
- Easements should be clearly defined on the site plan.
- All measurements should be taken from existing survey monuments. Measurements regarding the front of the property should be taken from the front lot line.
- If available, a current survey attached to the Land Use Application would expedite application process.

Please Include: Total parcel size either in feet or acreage.  
Property I.D. Number— Tax I.D.

- Each site plan must be completed on graph paper and drawn to scale.
- The site plan must accompany the completed Land Use Application.

The Zoning Administrator may visit the site to verify the information included on the Land Use Application and the site plan. The site visit would be conducted during normal Township business hours.

Owner:

Address:  
Property Tax

# SANILAC TOWNSHIP

## LAND USE PERMIT APPLICATION

Office Use Only	
Fee	Permit No.
	Zoned

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

Property Tax I.D.#: \_\_\_\_\_

Building Site

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Parcel/Lot Size: \_\_\_\_\_

Contractor: \_\_\_\_\_

(In acres or square feet)

Contractor Phone: \_\_\_\_\_

Use:    Agriculture      Commercial      Industrial      LFRRR      Residential\*\*

Project: New      Addition      Alteration      Demolition      Relocated Building

Accessory Building \_\_\_ Attached      Un-attached      Garage      Shed      Pole Barn

\*\* \_\_\_ Primary Residence      Pre-Manufactured      Mobile Home      Cabin      Cottage  
(LFRRR District ONLY)

Other    Deck    Fence\*    Pond    Porch    Sign    Swimming Pool

Land    \_\_\_ Features:      within 500 ft. of Lake River Stream Drain Bluff      High-risk

Erosions    \_\_\_ Septic    \_\_\_ Well    \_\_\_ Soil Erosion<sub>1</sub>    \_\_\_ DNRE(DEQ/DNR)<sub>2</sub>    \_\_\_ Corps of Engineer<sub>3</sub>

Beachs

Other

Permits

Required.

### PROJECT DESCRIPTION

Project Dimensions:

Project Height:

Project TOTAL sq. Ft.:

\*\* Please fill in or check the appropriate areas:

1-Story      sq. Ft.      Bed Rooms      Bath Rooms

2-Story      sq. Ft.      Bed Rooms      Bath Rooms

Basement Block/Wood/Concrete Crawlspace Slab Walk Out Finished Brick Siding  
Alum/Vinyl Other

Heat    Gas    F/O    Elec.    A/C    Fireplace    Outdoor Burner    Other

Estimated Cost \$ Projected start Date Projected completion Date

Please be advised that this PERMIT is active for ONE YEAR only renewal may be approved with the proper request

Site Plan: ATTACH a diagram of the proposed structure, location of structure on the lot, the distance to the front, side and rear lot lines, All existing buildings, utilities, septic and the well. All other defining features must be noted on the SITE PLAN. The Zoning Administrator must approve any/all changes.

Inspection: To verify compliance with this permit, it may be necessary for the Zoning Administrator or his/her agent to enter the premises at reasonable times to certify the information contained in this permit until a certificate of occupancy is issued.

NOTICE: The approval issued with this document is for zoning or land use, indicating the municipality's approval of the proposed use of the property. It is mandatory that you apply for a Building Permit from the Sanilac County Department of Construction, 60 W. Sanilac Sandusky, MI (810)648-4664, Your local approval (Land use Permit) as well as any/all permits issued must accompany your building permit application along with two sets of plans.

Owner/Agent\* Signature \_\_\_\_\_

\*if signed by an Agent, must have permission from owner attached to application

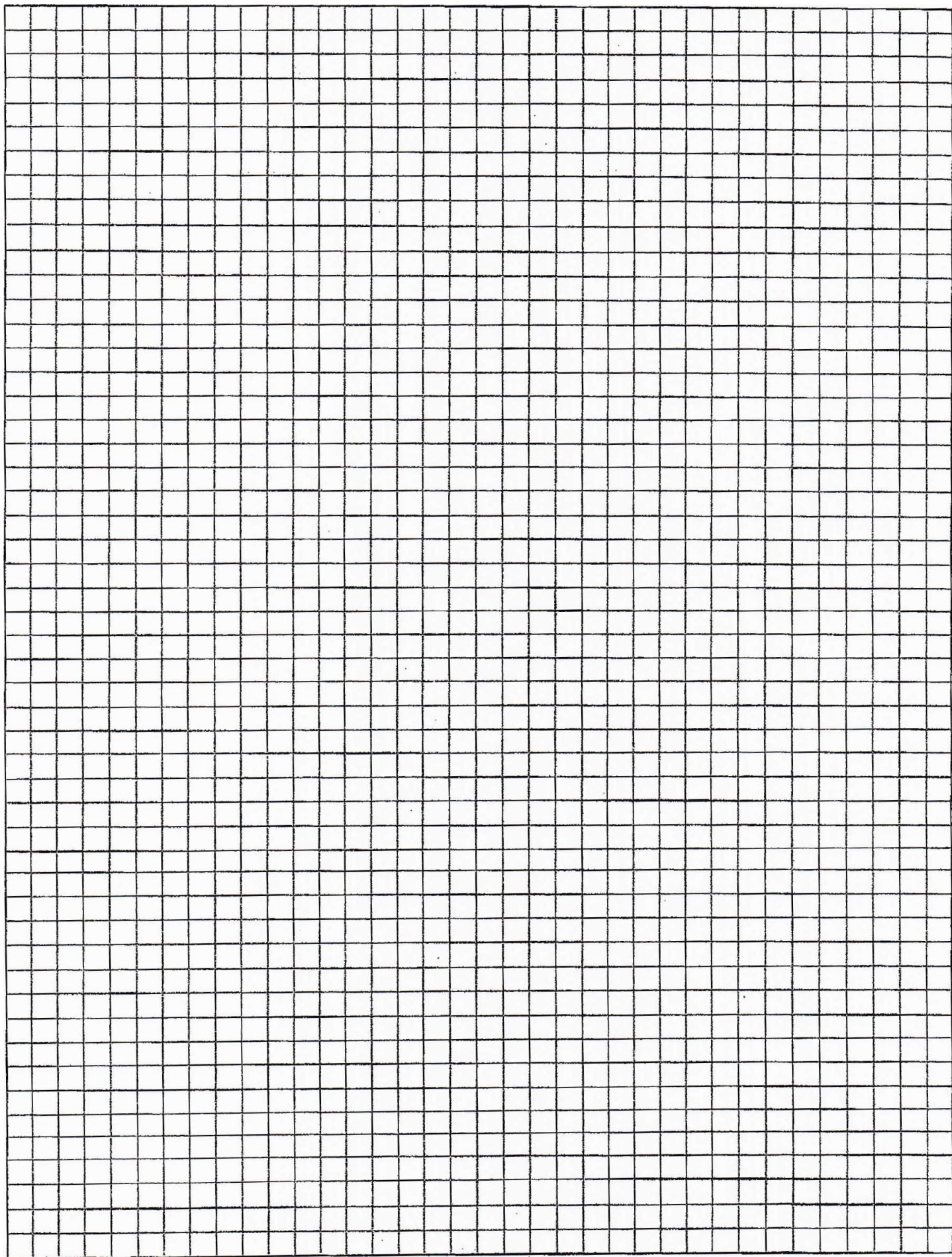
Zoning Administrator

Date

APPROVED / DENIED

\_\_\_\_\_

This permit Is approved conditioned upon compliance with existing Township Zoning and Fence ordinances. The Township makes no representations regarding compliance with other local, state, federal laws or other legal requirements. This permit is revocable for failure to comply with those requirements,



APPLICATION FOR AND PLAN EXAMINATION

**Sanilac County**

**Department of Construction**

**Soil Erosion & Sedimentation Control Agency**

60 W. Sanilac Avenue, Room 210, Sandusky, MI 48471 Phone

(810) 648-4664 Fax (810) 648-5110

AUTHORITY: P.A. 230 OF 1972, AS AMENDED COMPLETION: MANDATORY TO OBTAIN PERMIT PENALTY: PERMIT WILL NOT BE ISSUED	THE DEPARTMENT OF CONSUMER AND INDUSTRY SERVICES WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL ORIGIN, COLOR, MARITAL STATUS, HANDICAP, OR POLITICAL BELIEFS.
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**APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V AND VI NOTE: SEPARATE APPLICATIONS MUST BE COMPLETED**

**FOR PLUMBING, MECHANICAL, AND ELECTRICAL WORK PERMITS**

<b>I. PROJECT INFORMATION</b>				
PROJECTNAME				
	VILLAGE	TOMSHIP	COUNTY	ZIPCODE
<b>II. IDENTIFICATION</b>				
<b>A. OWNER OR LESSEE</b>				
		ADDRESS		
	STATE	ZIP CODE	TELEPHONE NUMBER	
<b>B. ARCHITECT OR ENGINEER</b>				
		ADDRESS		
	STATE	ZIP CODE	TELEPHONE NUMBER	
UCENSE NUMBER			Expiration DATE	
<b>C. CONTRACTOR</b>				
		ADDRESS		
	STATE	ZIP CODE	TELEPHONE NUMBER	
BUILDERS LICENSE NUMBER			EXPIRATION DATE	
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION				
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION				

MESC avI PLOYER NUMBER OR REASON FOR EXEMPTION

III. TYPE OF IMPROVEMENT AND PLAN REVIEW

A. TYPE OF IMPROVEMENT

I. NEW BUILDING 3. ALTERATION 5. DEMOLITION 8. FOUNDATION ONLY  
 2.0 ADDITION 4. MOBILE HOME SET -UP 6. PREMANUFACTURE SPECIAL INSPECTION

B. REVIEW(S) TO BE PERFORMED

BUILDING ELECTRICAL MECHANICAL PLUMBING FOUNDATION

(Rev. 2/03)

iv. PROPOSED USE OF BUILDING

A. RESIDENTIAL

<input type="checkbox"/> ONE FAMILY	<input type="checkbox"/> DETACHED GARAGE	PERMIT FEE: HOME/ADDITION	<input type="checkbox"/> PLAN REVIEW
<input checked="" type="checkbox"/> TWO OR MORE FAMILY NO. OF UNITS _____	<input type="checkbox"/> DECK/PORCH		<input type="checkbox"/> GARAGE
<input type="checkbox"/> ATTACHED GARAGE	<input type="checkbox"/> ADDITION	<input type="checkbox"/> DECK/PORCH	<input type="checkbox"/> OTHER
	<input type="checkbox"/> OTHER	TOTAL _____	

DECK/PORCH ADMN FEE BOND

B. NON-RESIDENTIAL

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AMUSEMENT	SERVICE STATION	SCHOOL, LIBRARY, EDUCATIONAL	
CHURCH, RELIGION	HOSPITAL, INSTITUTIONAL	STORE, MERCANTILE	
INDUSTRIAL	OFFICE, BANK, PROFESSIONAL	ANKS, TOWERS	
PARKING GARAGE	PUBLIC UTILITY		

NONRESIDENTIAL-DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED USE.

V. SELECTED CHARACTERISTICS OF BUILDING

A. PRINCIPAL TYPE OF FRAME

1  MASONRY WALL HEARING 2  WOOD FRAME 3  STRUCTURAL STEEL 4  REINFORCED CONCRETE 5  OTHER

B. PRINCIPAL TYPE OF HEATING FUEL

7. 8. 9.

C. TYPE OF SEWAGE DISPOSAL

11.  PUBLIC OR PRIVATE COMPANY

12.  SEPTIC SYSTEM

D. TYPE OF WATER SUPPLY

PUBLIC OR PRIVATE CON-TANY

14. PRIVATE WELL OR CISTERN

E. TYPE OF MECHANICAL

15. WILL THERE BE AIR  
CONDITIONING?

16. WILL THERE BE FIRE SUPPRESSION?

F. DIMENSIONS/DATA

17. NUMBER OF STORIES	21 FLOOR AREA,		EXISTING	ALTERATIONS
	Basement			
18. USE GROUP GARAGE DECK NORCH	1 ST & 2ND FLOOR			
19. CONSTRUCTION TYPE				
NUMBER OF OCCUPANTS		TOTAL AREA		ADDITION

G. NUMBER OF STREET PARKING SPACES

22. ENCLOSED

23. OUTDOORS

<b>VI. APPLICANT INFORMATION</b>				
APPLICANT IS RESPONSIBLE FOR ALL FEES AND CHARGES APPLICABLE TO APPLICATION AND MUST PROVIDE FOLLOWING INFORMATION.				
TELEPHONE				
SLATE ZPCTE				
Alternate Contact		Alternate Phone Number		
I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.				
Section 23a of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.				
<b>SIGNATURE OF APPLICANT</b>				
PERFORMANCE BOND FOR BUILDING: Special Local Requirement, building permit must be obtained from the Department of Construction, 60 W. Sanilac, Room 210, (810) 648-4664, BEFORE construction or placement of Mobile Unit begins. Plumbing, Electrical and Mechanical Permits are Alterations to buildings \$100.00 required and must conform to the Michigan Energy Code. One copy of print/drawing to All other commercial/industrial \$300.00 remain on file in this office during construction process.				
VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION				
ENVIRONMENTAL CONTROL APPROVALS - HOMEOWNER OR CONTRACTOR'S RESPONSIBILITY				
DATE	REQUIRED?	APPROVED	NUMBER	BY

A - PART 91 SOIL EROSION Working within 500' of Lake river or stream - to verify if High Risk -Property I.D.No. First Contact (810) 648-4664 IF YES - CONTACT DEQ (517) 373-1952	YES	NO				
B - PART 91 SOIL EROSION Disturbs one acre or more Contact - Sanilac County Land Use (810) 648-4664	YES	NO				
C - PART 303 SOIL EROSION Work in Wetlands Contact: DEQ (989) 686-8025 Ext#8365	YES	NO				
D - PART 31 SOIL EROSION Floodplain/Property flooding Contact: DEQ (989) 686-8025	YES	NO				
E - HEALTH DEPARTMENT Contact: (810) 648-2150 Ext #124 Well Septic	YES	NO				
F- ZONING REQUIRED Remain the Same Variance Granted Other	YES	NO	o NO			

USE GROUP \_\_\_\_\_ BASE FEE \_\_\_\_\_

TYPE OF CONSTRUCTION \_\_\_\_\_ SQUARE FEET \_\_\_\_\_

APPROVAL SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_

NOTE: YOU MUST HAVE A DRAWING WITH COMPLETE FRAMING DETAILS OF CONSTRUCTION FOR THE BUILDING INSPECTOR TO GO OVER WITH YOU BEFORE A PERMIT CAN BE ISSUED.