

OFFICE OF THE PLANNING DIRECTOR
Troy Langer

2655 Clark Road
Hartland, Michigan 48353
(810) 632-7498 Office
tlanger@hartlandtwp.com



SUPERVISOR
William Fountain

CLERK
Larry Ciofu

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Kathleen Horning

TRUSTEES
Brett Lubeski
Summer L. McMullen
Denise M. O'Connell
Joe Petrucci

PLEASE PRINT

LAND USE PERMIT AND WAIVER REQUEST

(Please fill out all sections that apply)

Parcel Identification Number:	4708-	Subdivision:		Lot:		
Property Address:					Zoning:	
Business Name:			Personal Property Number:			
Business Address:						
Application Number:	Application Type	General Scope of Work	Description	Fee		
	<input type="checkbox"/> Commercial Waiver	Interior work (build-out) or as required by the Township.		No Charge		
Application Request Date:	<input type="checkbox"/> Residential Waiver	Home improvements, i.e., interior or as determined by the Township.		No Charge		
	<input type="checkbox"/> Land Use Permit (Structures under 200 square feet)	Accessory structures, additions, and fences, or as required by the Township.		\$40.00		
Amendment Dates	<input type="checkbox"/> Land Use Permit (Structures over 200 square feet)	Residential additions and accessory structures or as required by the Township.		\$75.00		
	<input type="checkbox"/> Land Use Permit (New House Construction or Demolitions)	All new house construction. Demolitions.		\$100.00		
Residential Private Driveway from Private Roads/Easements Road with 2% or less slope, 12 inch culvert Over 2% slope, 14 inch culvert				\$35.00		
			TOTAL	\$		

APPLICANT INFORMATION ☐ **CONTRACTOR** ☐ **LESSEE/RENTER** ☐ **ARCHITECT/ENGINEER**

Company Name

Last Name		First		M.I.	
Street Address					
City		State		Zip	
Phone		E-mail Address			

PROPERTY OWNER INFORMATION (IF OTHER THAN APPLICANT)

Last Name		First		M.I.	
Street Address					
City		State		Zip	
Phone		E-mail Address			

PROPOSED SETBACK AND DIMENSIONAL INFORMATION (Land Use Permit Requests Must Include a Survey)																							
Proposed Principal Structure		_____ 1 st Floor Square Feet		_____ Total Square Feet																			
_____ Width	_____ Length		_____ Height		_____ Stories																		
_____ Garage (2 car or 3 car)		_____ Basements (walkout?)		_____ Driveway(length/width)																			
Proposed Additions; Improvements, Accessory Structure		Type of Structure _____		_____ Total Square Feet																			
_____ Width	_____ Length		_____ Height		_____ Stories																		
Setbacks	_____ Front (Street/Road)		_____ Front (Water)		_____ Front (Easement)																		
Rear:	Side:		Side:		Principle Structure																		
Flood Zone:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____ Panel No.		_____ Flood Plain Designation:																		
<p>I hereby certify that all information attached to this application is true and accurate to the best of my knowledge. I 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 the authorized agent and agree to conform to all applicable ordinances of Hartland Township. I also acknowledge that private covenants and restrictions are potentially enforceable by private parties.</p> <p>We the undersigned as owners of the above referenced property give permission for representatives of the Township of Hartland to inspect measure and enter unoccupied buildings under construction and to take photographs of any improvements on the property for the purpose of maintaining and updating Township records.</p> <p>I acknowledge information included on this form may be shared with other agencies.</p>																							
APPLICANT SIGNATURE:																							
PROPERTY OWNER SIGNATURE:																							
Shaded Areas to be Filled out by Township. All Information Shall be Confirmed Prior to a Permit Being Issued.																							
Department of Public Works			Site Information (Comments)																				
<input type="checkbox"/> Water <input type="checkbox"/> Sewer <input type="checkbox"/> Well <input type="checkbox"/> Septic <input type="checkbox"/> Grinder /Gravity REUs Required: _____ Meter Required: _____ DPW Director: _____ Date: _____																							
Neighborhood Association																							
Neighborhood Association Approval Provided <input type="checkbox"/> Yes <input type="checkbox"/> No If Neighborhood Association approval is not provided, send a copy of the land use permit/waiver to contact if known. <input type="checkbox"/> Completed																							
Treasurer (Land Use Permits Only)			Planning Department																				
Taxes Paid to Date <input type="checkbox"/> Yes <input type="checkbox"/> No Amount Owed \$ _____ Special Assessment District _____ Personal Property ID# _____ This application is valid when signed by the cashier at the Treasurer's Office confirming payment of fees as noted. Account Number: 101-000-478.000 (Application) \$ _____ Receipt Number: _____ Treasurer: _____ Date: _____			<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Yes</th> <th style="text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>Site Inspection Complete Date: _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Setbacks Met</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Dimensional/Lot Area Requirements Met</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>ZBA Action Required</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="3">Planning: _____ Date Issued: _____</td> </tr> </tbody> </table> <p>A new land use permit shall be required when the application is modified and/or no work commences within one (1) year after the date of issuance.</p>				Yes	No	Site Inspection Complete Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	Setbacks Met	<input type="checkbox"/>	<input type="checkbox"/>	Dimensional/Lot Area Requirements Met	<input type="checkbox"/>	<input type="checkbox"/>	ZBA Action Required	<input type="checkbox"/>	<input type="checkbox"/>	Planning: _____ Date Issued: _____		
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