

OFFICE OF THE PLANNING DIRECTOR
Troy Langer

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ZONING COMPLIANCE CERTIFICATE
(NEW TENANT / CHANGE OF OCCUPANCY)

| | | | | | |
|--|--|--|----------------------------------|--------------------------------------|--|
| Property Address: | | Parcel Identification Number: 4708- | | | |
| Zoning of Parcel: | | Personal Property Number: | | | |
| Business Name: | | Development Name: | | | |
| Application # _____ | Status of Occupation <input type="checkbox"/> New Business <input type="checkbox"/> Change of Occupancy | | | | |
| | Previous Use: | | | | |
| Application Date: _____ | Proposed Use: | | | | |
| | The proposed use complies with all provision of Hartland Township. | | | | |
| | Approved Zoning Ordinance #76 as to the following: | | | | |
| | <input type="checkbox"/> Zoning District | <input type="checkbox"/> Signs | <input type="checkbox"/> Parking | <input type="checkbox"/> Special Use | |
| BUSINESS OWNER/TENANT INFORMATION | | | | | |
| Business Owner's Last Name | | First | | M.I. | |
| Home Street Address | | | | | |
| City | | State | | Zip | |
| Business Phone | | E-mail Address | | | |
| Cell Phone | | | | | |
| PROPERTY OWNER INFORMATION | | | | | |
| Last Name | | First | | M.I. | |
| Street Address | | | | | |
| City | | State | | Zip | |
| Phone | | E-mail Address | | | |
| Signature of Owner: (Required) | _____ Date _____ | | | | |

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|---|--|
| <p>1. <i>It shall be unlawful to use or permit the use of any building, structure or area or any part thereof hereafter built, constructed, erected, located, changed, converted, or enlarged wholly or partly until a Zoning Compliance Certificate has been issued for the building, structure or premises in whole or in part certifying that the building, structure or use complies with the provisions of this Ordinance.</i></p> <p>2. <i>The issuance of a Zoning Certificate shall be issued only for the continuance of the approved building, structure or areas use which remains in compliance with the provisions of this Ordinance and shall not be construed as subsequently permitting any violation(s) of this Ordinance.</i></p> | <p style="text-align: center;">Applications/Documents Required for New Business:</p> <ol style="list-style-type: none"> 1. Zoning Compliance Form Including Floor Plan– Required for All Businesses 2. Land Use Permit or Waiver – Required for All Changes to the Site, Building Exterior or Interior & New Businesses 3. Industrial Pollution Permit (IPP)– Required for All Properties With Sewer Service 4. Sign Permit – If Applicable |
| APPLICANT SIGNATURE | |
| <p>The applicant acknowledges that he/she has the sole responsibility of complying with the requirements of any applicable Hartland Township Ordinance notwithstanding the signature or approval of any employee(s) or official(s) of Hartland Township and that Hartland Township is not bound to recognize the approval of other action of any such employee(s) or official(s) which is not in compliance with any applicable Hartland Township Ordinance. The applicant acknowledges the information on this form may be shared with other agencies.</p> | |
| <p>Signature of Applicant: _____ Date: _____</p> | |
| DEPARTMENT OF PUBLIC WORKS | FIRE PROTECTION |
| <p>Notes:</p> <div style="margin-top: 20px;"> <input type="checkbox"/> Approved for sewer and water capacity </div> <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> DPW Authorized Signature Date </div> | <p>Notes:</p> <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> Fire Inspector Date </div> |
| TREASURER | PLANNING |
| <p>Taxes & Water Bills</p> <div style="margin-top: 10px;"> <input type="checkbox"/> Paid In Full </div> <div style="margin-top: 10px;"> <input type="checkbox"/> Not Paid In Full Amount Owed \$ _____ </div> <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> Treasurer's Authorized Signature Date </div> | <p>Notes:</p> <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> Zoning Administrator/Designee Date </div> |