OFFICE OF THE PLANNING DIRECTOR
Troy Langer

2655 Clark Road
Hartland, Michigan 48353
(810) 632-7498 Office
(810) 632-6950 Fax
tlanger@hartlandtwp.com

SUPERVISOR
William Fountain

CLERK
Larry Ciofu

TREASURER
Kathleen Horning

TRUSTEES
Joe Colaianne
Matthew Germane
Glenn Harper
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 Type	General Scope of Work	Description	Fee
Application Number: _____	☐ **Commercial Waiver**	Interior work (build-out) or as required by the Township.		**No Charge**
Application Request Date: _____	☐ **Residential Waiver**	Home improvements, i.e., shingles, windows, siding, interior or as determined by the Township.		**No Charge**
_____	☐ **Land Use Permit (Structures under 200 square feet)**	Accessory structures, additions, and fences, or as required by the Township.		**$40.00**
Amendment Dates _____	☐ **Land Use Permit (Structures over 200 square feet)**	Residential additions and accessory structures or as required by the Township.		**$75.00**
_____	☐ **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		Fax		E-mail Address	

PROPERTY OWNER INFORMATION (IF OTHER THAN APPLICANT)

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

PROPOSED SETBACK AND DIMENSIONAL INFORMATION (Land Use Permit Requests Must Include a Survey)			
Proposed Principal Structure	_____1st 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: ☐ Yes ☐ No	_____Panel No.		_____Flood Plain Designation:

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.

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.

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

☐ Water ☐ Sewer ☐ Well ☐ Septic ☐ Grinder /Gravity

REUs Required: _____ Meter Required: _____

DPW Director: _____ Date: _____

Neighborhood Association

Neighborhood Association Approval Provided ☐ Yes ☐ No

If Neighborhood Association approval is not provided, send a copy of the land use permit/waiver to contact if known. ☐ Completed

Site Information (Comments)

_____

Treasurer (Land Use Permits Only)

Taxes Paid to Date ☐ Yes ☐ 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: _____

Planning Department

	Yes	No
Site Inspection Complete Date: _____	☐	☐
Setbacks Met	☐	☐
Dimensional/Lot Area Requirements Met	☐	☐
ZBA Action Required	☐	☐

Planning: _____ Date: _____