

PERMIT REQUEST

Please provide a detailed description of your request (*proposed* building, sign and/or *proposed* use):

SIGN INFORMATION

(If Applicable)

Type of Sign:	Dimensions of sign:	Sign Area:
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PROPOSED BUILDING INFO

Number of Stories:		Overall Width:	
Overall Height:		Overall Length:	

PROPOSED BUILDING DIMENSIONS

1st Floor:		Mobile Home: Year of Mobile Home: _____	
2nd Floor:		Porch/Deck: Covered: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Garage/Pole Building:		Porch/Deck: Covered: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other: _____		Total Area:	

PLOT PLAN

Please include each item listed below on the plot plan on page 3 of this application. Check the "drawn" box after the item is included on the plot plan. Check the "N/A" box if the item required is not applicable to your parcel.

Drawn	N/A	Required Information To Be Included On Plot Plan	Drawn	N/A	Required Information To Be Included On Plot Plan
<input type="checkbox"/>	<input type="checkbox"/>	Property line dimensions and property shape.	<input type="checkbox"/>	<input type="checkbox"/>	Parcels under separate ownership therein.
<input type="checkbox"/>	<input type="checkbox"/>	Front, rear, & side setback dimensions.	<input type="checkbox"/>	<input type="checkbox"/>	Road Right-Of-Way (ROW); access or utility easements.
<input type="checkbox"/>	<input type="checkbox"/>	Location, shape & size of all existing & proposed buildings on property.	<input type="checkbox"/>	<input type="checkbox"/>	The existing and intended use of the lot and structures.
<input type="checkbox"/>	<input type="checkbox"/>	Location of all drives and parking areas.	<input type="checkbox"/>	<input type="checkbox"/>	Place north arrow on plot plan.
<input type="checkbox"/>	<input type="checkbox"/>	Rivers, lakes, wetlands, or streams within 500 ft.	<input type="checkbox"/>	<input type="checkbox"/>	Other essential zoning information.

SETBACKS

Please provide the setback distance from the proposed structure to each property line. These setback dimensions are to be included on the plot plan also.

Front Setback	Rear Setback	Side Setback	Side Setback
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PLOT PLAN

AFFIDAVIT

I agree the statements made above are true, and if found not to be true or incomplete, any zoning permit that may be issued may be void. I agree to comply with the conditions and regulations provided with any permit that may be issued. I agree the permit that may be issued is with the understanding all applicable sections of the Cheboygan County Zoning Ordinance will be complied with. I agree to notify Cheboygan County Planning & Zoning Dept. for inspection before the start of construction and when locations of proposed structure(s) are marked on the ground.

Signature of Applicant

Date

FOR OFFICE USE ONLY

PLOT PLAN REQUIREMENTS

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Are property line dimensions and property shape included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are front, rear & side setback dimensions included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are location, shape & size of all existing & proposed buildings on property included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are location of all drives and parking areas included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are rivers, lakes, wetlands, or streams within 500 ft. included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are parcels under separate ownership therein included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are Road Right-Of-Way (ROW); access or utility easements included on plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Are the existing and intended use of the lot and structures included on the plot plan?
<input type="checkbox"/>	<input type="checkbox"/>	Is the north arrow included on the plot plan?

APPLICATION REQUIREMENTS

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Is the application / plot plan complete?
<input type="checkbox"/>	<input type="checkbox"/>	Did the property owner sign page 1 of the application?
<input type="checkbox"/>	<input type="checkbox"/>	Did the applicant sign the affidavit on page 3 of the application?
<input type="checkbox"/>	<input type="checkbox"/>	Is the project within 500ft of a lake, stream, river or any body of water? If yes, has the applicant applied for a Soil Erosion Permit?

APPROVAL / DENIAL

Zoning District:	<input type="checkbox"/> Zoning Application – Approved <input type="checkbox"/> Zoning Application – Approved with conditions (see conditions below) <input type="checkbox"/> Zoning Application - Denied <input type="checkbox"/> Zoning Application - Not Required		
Approval based on Zoning Ordinance #200, Section #:			
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; text-align: center; border: none;"> _____ Signature of Zoning Administrator </td> <td style="width: 40%; text-align: center; border: none;"> _____ Date </td> </tr> </table>		_____ Signature of Zoning Administrator	_____ Date
_____ Signature of Zoning Administrator	_____ Date		

CONDITIONS

	_____ _____ _____ _____ _____ _____
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Plot Plan - Sample

