

LINCOLN TOWNSHIP-CLARE COUNTY

P.O. Box 239
175 Lake George Ave.
Lake George, MI 48633
www.lincolntwp.com

Dennis Zimmerman, Supervisor
Carol L. Majewski, Clerk
Maggie Carey, Treasurer
Mike Tobin, Trustee
Jerry Bridges, Trustee



APPLICATION FOR ZONING PERMIT – Fee of \$25.00

Submit completed application to: The Address listed above.

Contact: Richard Hassberger, Zoning Administrator: 313-530-2606 or zoning@lincolntwp.com

We are not able to process incomplete applications. Please call for assistance if needed.

APPLICANT INFORMATION:

Name: _____ Date: _____
Mailing Address: _____ City: _____
State: _____ Zip: _____
Phone: _____ Email: _____

PURPOSE (Check one)

New Home Construction: [] Home Addition/Remodel: [] Attached Garage: [] Accessory Bldg: [] Deck: []

Other (Specify): _____

Area in square foot of the ground floor of residence _____ Area in square feet of accessory buildings _____

Height of new construction _____ Length of new construction _____ Width of new construction _____

PROJECT LOCATION/PROPERTY IDENTIFICATION

Tax ID # _____ Township Section # _____

Recorded Plot or Subdivision Name _____

Block # _____ Lot # _____ Or Attached Legal Description _____

Property Owner Name _____

Property Owner's Phone # _____ Address of Property _____

Nearest Cross Road _____ Directions to Property _____

SITE PLAN INFORMATION ****See Attached Sample**** Site Plan (drawing or sketch) **must** be submitted with application.

Proposed structure must be staked out and property lines must be staked for the zoning administrator site visit The Zoning Administrator does not determine property lines.

DISTRICT (Check one)

R-R Rural Residential	<input type="checkbox"/>	R-1 Low Density Residential	<input type="checkbox"/>	R-2 Medium Density Residential	<input type="checkbox"/>
R-2A Density Residential	<input type="checkbox"/>	R-MF Multiple Family	<input type="checkbox"/>	R-MHC Manufactured Housing Comm.	<input type="checkbox"/>
C-1 Local Commercial	<input type="checkbox"/>	C-2 General Commercial	<input type="checkbox"/>		
I-1 Light Industrial	<input type="checkbox"/>	I-2 Utility Industrial	<input type="checkbox"/>	PUD Planned Unit Development	<input type="checkbox"/>

This permit applies to ZONING ONLY and shall not relieve the applicant from obtaining other such permits as may be required by law.

FEE OF \$25.00 DUE WITH APPLICATION AND SITE PLAN AT FILING, REGARDLESS OF OUTCOME.

Permit Expiration: Per the Lincoln Township Zoning Ordinance #44; Article 2, Section 2.4, C. Permit Withholding, Revocation and Expiration, Pg. 2-3

Applicant's Signature _____ Date _____

This application must be signed by the property owner or the owner may provide a letter authorizing the applicant to act on their behalf.

By signing this application, the applicant is giving authorization to the Zoning Administrator to enter your property to validate this permit.

FOR INTERNAL USE ONLY

Date Application was filed _____ Case # _____

Approval of White Birch Lakes Association Attached	YES _____	NO _____	N/A _____
Property is located on a lake	YES _____	NO _____	N/A _____
Property is located in a High-Risk Erosion area	YES _____	NO _____	N/A _____
Soil Erosion Permit required (within 500 ft. of water)	YES _____	NO _____	N/A _____
DNR/DEQ Permit required	YES _____	NO _____	N/A _____
Application Approved	YES _____	NO _____	
Application Denied	YES _____	NO _____	
Variance from Zoning Ordinance required for project	YES _____	NO _____	

Reason for Denial _____

Zoning Administrator

Date

BUILDING AND ZONING **SAMPLE** SITE PLAN

- 1. On an 8.5 X 11 sheet of standard paper (or larger), draw your individual property. Your drawing MUST be to scale and show adjacent street(s) and waterbody if you are Lake Front, with a directional arrow indicating north.
- 2. Show ALL buildings, mobile homes, garages, sheds and any other structures on your property on the site plan.
- 3. If the requested permit is for an addition, show the existing structure(s) with solid lines and the additions(s) with dotted lines.
- 4. After locating all structures on your property, show distances in feet from lot lines (side, front, rear) and for key elements of the plan (as illustrated by the circles ○ in the sample below). Include length, width and height.
- 5. Be sure to include property lines, dimensions of property and area of existing residence and area of proposed additions or structures.
- 6. Sign and date your site plan drawing and include site address and/or tax id number on site plan.
- 7. Where the shapes of building(s) differ, include measurements for the offsets from the lot lines or other parts of building(s).
- 8. The drawing below is a SAMPLE ONLY. Your lot and building(s) will differ in size, shape and scale. Your drawing must accurately reflect YOUR property and YOUR project.

