

Township of Sullivan
8138 Heights Ravenna Road, Ravenna MI 49451 – Phone 231-853-6900
office@sullivantownship.com

Date Received _____
Cash/Check# _____ Amount Pd _____
Emailed: _____

Materials received: Site Plan Yes / No Legal Description Yes / No

Cover Sheet for the following Application forms:

1. Project Type -- Filing Fees – (Additional escrows may be required depending on project scope.)
- | | |
|--|--|
| <input type="checkbox"/> Rezone (Public Hearing) - \$750 | <input type="checkbox"/> Special Land Use (Public Hearing) -\$750 |
| <input type="checkbox"/> Permitted Use Site Plan Review -\$250 | <input type="checkbox"/> Private Street - \$1,000 |
| <input type="checkbox"/> Variance (ZBA-Public Hearing) -\$750 | <input type="checkbox"/> Pond -\$250 (smaller than 3 acres, if over 3 acres than must file special land use and fee in addition) |
| <input type="checkbox"/> Other - \$ _____ | |

2. Project Location

Project Address _____ Property Size _____

Parcel # _____ Zoning District _____

3. Contact Information

Owner Name _____

Phone and Email _____

Mailing Address _____

4. Applicant/Contractor Information

Name _____

Phone _____ Email (required!) _____

5. Description of Proposed Use/Request

Any other expenses incurred by the township on behalf of this requested project will be invoiced to applicant, such as engineering, attorney services and any other professional expertise required to properly investigate the project. Approval will not be granted until all bills are paid.

I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate. I understand the application filing fee is non-refundable and is not a guarantee that this application will be approved.

Signature of Applicant _____ Date _____

I hereby grant permission for members of the Sullivan Township Planning Commission, Zoning Board of Appeals, Board of Trustees and Zoning Administrator to enter the above-described property for the purposes of gathering information only related to this application. *Note to applicant: This permission is optional and failure to grant permission will not affect any decision on your application.*

Signature of Applicant _____ Date _____

Sullivan Township Special Land Use Application

Section 13.03, A, of the Sullivan Township Zoning Ordinance establishes general standards that all Special Land Uses must meet and are listed below.

REVIEW STANDARDS: Some land uses, because of their unique characteristics, may not be appropriate in all locations within a given zoning district. For this reason, they are considered to be Special Land Uses subject to review by the Township, to determine whether or not they should be allowed in a specific location. In making their decision, the Planning Commission must follow the general standards prescribed by the Zoning Ordinance, (Sec. 13.03, A) any specific standards that may be established in the Ordinance (Sec. 13.04) for a specific use and meet Chapter 14 Site Plan and Standards.

It is the responsibility of each applicant for Special Land Use Approval to demonstrate that these standards will be met. In addition to the standards established for specific uses herein, an application for a Special Land Use shall be reviewed for compliance with the review standards for approval of site plans in Section 14.08 hereof, and conditions, as authorized and governed in Section 14.09 and Section 13.03, B, may be placed upon a Special Land Use. The general standards (Sec. 13.03, A) are as follows:

1. *Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed.*

2. *Be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities.*

3. *not create excessive additional requirements at public cost for public facilities and services; and*

4. *not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.*

Special Use Permits are subject to building and property inspections for zoning compliance. If violations occur the special use permit shall be terminated and become null and void.

SULLIVAN TOWNSHIP ESCROW POLICY AFFIDAVIT

I have read and accept the Sullivan Township Zoning Application Fees and Escrow Policy and agree to abide by the same. I understand that the payment of the prescribed application and escrow fees is intended to cover the Township's costs associated with the processing and/or review of my zoning application and should not in any manner be construed as suggesting any particular outcome for the application. I agree that I shall be obligated to pay the fees prescribed under the policy regardless of whether my application is approved, denied, modified or withdrawn. In addition, I agree the Township shall be permitted to take any legal action to collect its fees and costs and shall be permitted to assess to me all costs and legal fees incurred in the collection process.

I understand that the Township may stop processing my application if the escrow fee drops below the parameters set forth in the Zoning Escrow Fee policy. It will be my responsibility to replenish the escrow fee to the amount required by the policy before processing my application resumes.

Name: _____

Signed: _____

Print Name: _____

Date: _____

Person/Company Responsible for Account (Billing Purposes)

Address: _____

City: _____ State: _____ Zip: _____

Telephone number: _____ Fax or Email: _____