

VILLAGE OF VERMONTVILLE
EATON COUNTY
121 Eastside Dr, PO Box K
Vermontville MI 49096
517-726-1429
517-726-0707 fax

ZONING COMPLIANCE/ BUILDING REFERRAL APPLICATION

A. Applicant Information

Applicant Name _____ Date _____
Address _____

Phone _____ Cell _____

Property Owner (if different from applicant)

Name _____ Phone _____
Address _____

B. Project Information

Project name _____ Address _____
Village Vermontville County Eaton Zip Code 49096

PARCEL NUMBER _____ (or attach legal description if parcel number not assigned)

Contractor Information

Name _____ Address _____
City _____ State _____ Zip _____
Phone _____ License number _____

C. Proposed Use of Building or Structure:

1. Residential- check appropriate line -requires completed approved plot plan (see page 4 for requirements)
_____ single family _____ two family _____ attached garage
_____ detached garage
_____ other (accessory buildings, pools, fences, sheds, etc.)
2. Non-Residential- check appropriate line- requires Site Plan Application and Approval (Chapter 21 of the Village of Vermontville Zoning Ordinance) - attach completed, approved site plan to this application
_____ amusement _____ service station _____ school, library, educational
_____ industrial
_____ church, religious _____ hospital, industrial _____ store, mercantile _____ office, bank
_____ tanks, towers _____ public utility _____ parking garage _____ multiple family
_____ hotel/motel (# of units) _____ other

Number of off street parking spaces: _____

Enclosed _____ outdoors _____

D. Describe in detail proposed use of building or structures:

D. Continued

- 1. Is the property being considered in this application within 500 feet of a drain or body of water?
 Yes No
- 2. Are any easements on the property listed for consideration In this application?
 Yes No
- 3. Does the construction in this application extend over any well or septic system?
 Yes No
- 4. Are water or sewer systems part of the project on this application?
 Yes No

(if YES go to 4a and 4b, if NO go to #5)

- a. Will there be hook up to Village water?

Yes No If answer in a. is NO, describe in detail why

not _____

- b. Will there be hook up to Village sewer?

Yes No If answer in b. is NO, describe in detail why not)

NOTE: An approved Eaton County Department of Health Permit is required for any construction requiring

Water and sewer service that is not hooked up to Village of Vermontville Public Water and Sewer. Contact Eaton County Department of Health for Permit Application.

E. Additional Permitting Requirements:

- 1. Is a new driveway part of the proposed building construction?

Yes No

(if yes, completed Driveway Application and Permit is necessary before Zoning Compliance Permit shall be issued).

- 2. If answers to questions D. 4. is “yes” and “no” to 4.a. and 4.b. completed and approved Health Department Application must be attached to this application.

- 3. If answer to question D.1. is “yes” contact the County Drain and/or Soil Erosion Commission. Do either of these commissions require permits fo r the intended project?

Yes No (if “yes” submit approved permits with this application)

F. Applicant Affirmation, Granting of Permission, and Signature:

I certify and affirm that I am the property or building owner or the owner ’s authorized agent and that I agree to conform to applicable zoning laws of the Village of Vermontville. I also affirm that this application is accurate and complete to the best of my knowledge.

Right to Enter Property: I hereby agree to allow the members of the Village of Vermontville Planning Commission, Zoning Administrator or their representatives to enter my property for the purpose of inspecting the site of the above request.

Section 23a of the state constitution code act of 1972, 1972 PA230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

Signature of applicant _____ Date _____

G. Department signatures The following to be completed by the Village of Vermontville:

Has applicant contacted the Village Department of Public Works and provided all information concerning

Driveway _____ Water _____ sewer _____

DPW approval _____ Date _____

All fees paid to Village Clerk: _____ driveway _____ water _____ sewer _____ referral
_____ inspections

Clerk _____ Date _____

All Setbacks met _____ Side _____ feet Front _____ feet

Site Staked _____

H. Application Approval—(Zoning Administrator use only)

This application when approved and signed by the duly authorized Zoning Administrator, shall constitute the zoning compliance permit. The undersigned, having reviewed the information and plans as submitted in the application and the pertinent sections of the Village of Vermontville Zoning Ordinance hereby approves this application.

Application approved _____ Date _____

Zoning District _____ Application number _____

Application denied _____

Reason for denial:

Zoning Officer _____ Date _____

Comments to County

COUNTY APPROVAL

County approved: _____ By whom _____

Date _____

I. PLOT PLAN

A plot plan includes the documents and drawings required to insure that a proposed land use or activity is in compliance with the Zoning Ordinance, and state and federal statutes.

The procedures and requirements for the submission and approval of plot plans shall include all applicable standards that may apply to land use, activity, new construction or improvements, including the following:

1. Land and building measurements
2. General topographical information
3. Map and Land areas
4. Building Plans, including elevations
5. Septic system location and capacity
6. Water well location
7. Setback from front, sides and back lot lines
8. General type of construction
9. Location of accessory buildings
10. Number of families to be housed
11. Ingress and egress

Attach any required documentation as needed to this application.

Village of Vermontville

All Building Referrals must have property line stakes visible!!

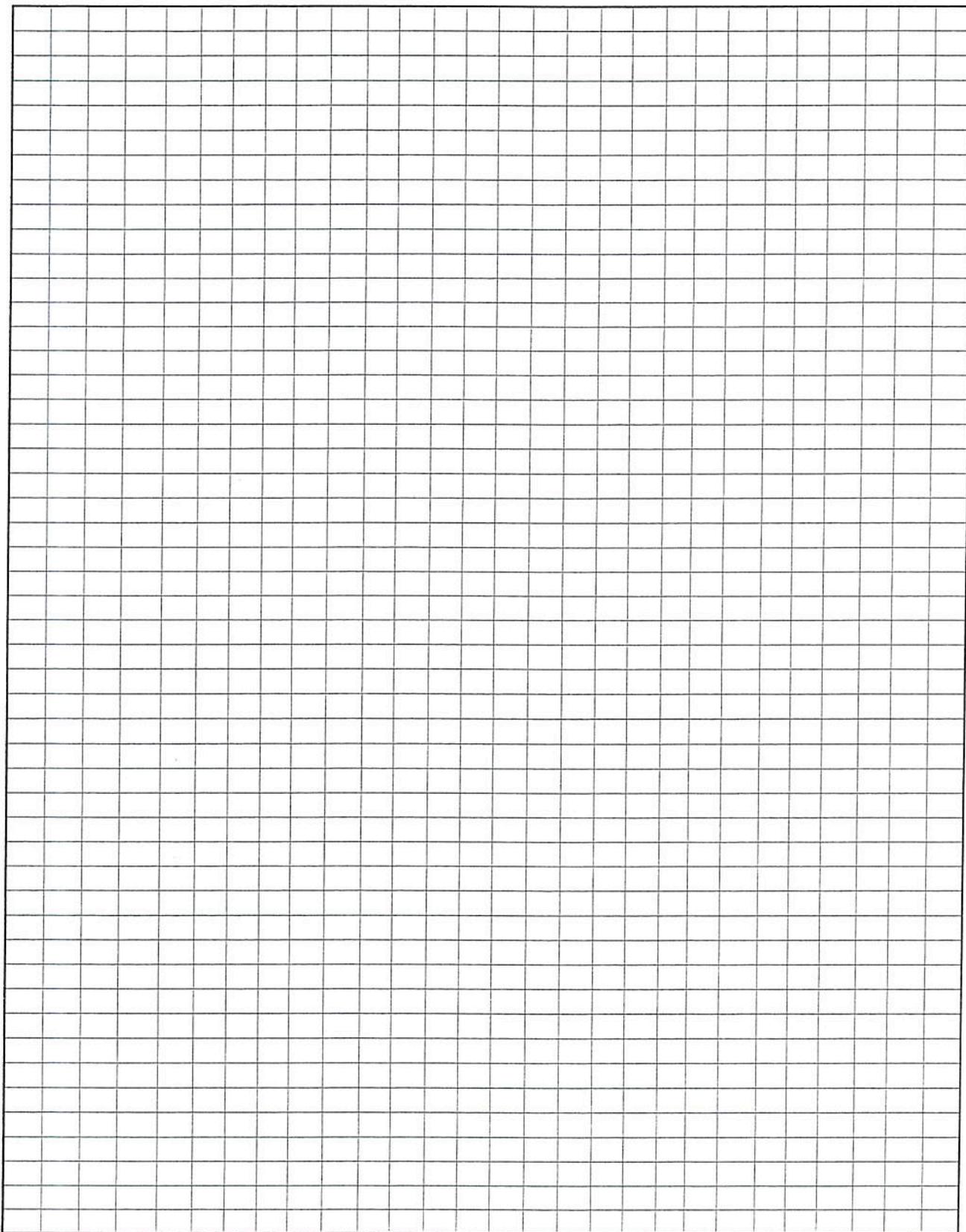
Building site must also be measured and staked before

Village will inspect and approve Building referral.

Please notify Village when this is complete and allow 3 days for Village of Vermontville inspection.

I. PLOT PLAN

Draw site plan as well as you can. Indicate set backs.



BUILDING REFERRAL CHECKLIST

- Site surveyed (if applicable, ask Zoning Administrator)
-
- Legal Property Description and/or property code number
-
- Site staked (for all new builds, garages, additions and decks)
-
- Set backs met for zoning district
-
- Driveway permit (Chris Rumsey at DPW 517-726-1444) must be approved
-
- Water and Sewer Permit applied for and approved by the Village of Vermontville
-
- Contractor Information including license number (Eaton County will require a copy of signed contract between owner and contractor)
-
- Eaton County Drain Commission approval, if within 500 feet of a body of water or drain. For Soil Erosion permit call: 517-543-3809
-
- Plot Plan (to scale, 1/8" or 1/4" per foot only) drawing
-
- Completed and signed application submitted to Zoning Administrator
-
- Allow 3 days for approval of building referral
-
- Take all information to Eaton County Construction Code Department for Building Permit (s) 517-543-9924