

## AGRICULTURAL ZONING PERMIT CHECKLIST

Shiawassee County Community Development  
201 N. Shiawassee St.  
Surbeck Building, Third Floor  
989-743-2396

All permit fees must be submitted with the application.

- \_\_\_\_\_ 1. Completed **Zoning Permit Application** with notarized "Affidavit of Compliance".
  
- \_\_\_\_\_ 2. **Proof of Ownership** such as a recorded deed, land contract or a tax billing statement that includes a full legal description.
  
- \_\_\_\_\_ 3. **Agricultural Structure Affidavit of Use.**
  
- \_\_\_\_\_ 4. **Plot Plan.** The plot plan must be legible and include a directional arrow, property dimensions; all set backs from lot lines and the center of the road and all other structures on the property. All items required on a plot plan are listed on the reverse side of the plot plan grid.
  
- \_\_\_\_\_ 5. Verification of **Soil Erosion and Sedimentation Review.** These forms may be included or can be obtained from the Shiawassee County Environmental Health Dept. The telephone number is 989-743-2392.

**APPLICATION for a ZONING PERMIT**  
 Shiawassee County Community Development Department  
 Surbeck Building • Third Floor  
 201 North Shiawassee Street  
 Corunna, Michigan 48817  
 Phone: (989) 743-2396 • Fax: (989) 743-2393

App. Date: \_\_\_\_\_ Receipt # \_\_\_\_\_ Fee: \$ \_\_\_\_\_ Permit No. \_\_\_\_\_

Review Date: \_\_\_\_\_  Approved  Denied By: \_\_\_\_\_

Property Address/Location		Applicant (if not Owner)		
Address/Street: _____		Name: _____		
Nearest Cross Rd.: _____		Address: _____		
Township: _____		City/State/Zip: _____		
Parcel Number: _____		Phone: _____		
Zoning District: _____		Fax: _____		
Owner Information		If New Construction or Addition		
Name: _____		Please Attach All That Apply:		
Address: _____		<input type="checkbox"/> Land Division Certificate <input type="checkbox"/> Survey		
City/State/Zip: _____		<input type="checkbox"/> Proof of Ownership		
Phone: _____		<input type="checkbox"/> Septic Permit # _____ Well Permit # _____		
FAX _____		<input type="checkbox"/> Driveway Permit <input type="checkbox"/> Soil Erosion Permit		
		<input type="checkbox"/> New Address		
<input checked="" type="checkbox"/>	Type of Request	Yes	No	For All Applications
	Non Residential or Business Use			Did you attach a "Site Plan Drawing"?
	Building/Zoning Permit Principal Use			Are you making grade (earth) changes?
	Building/Zoning Permit Accessory Use			Are you creating a pond?
	Certificate of Zoning Compliance			Is your project within 500 ft. of any surface water?
	Hazardous Material Storage			Is your project exclusively for agricultural use?
	Home Occupation Permit			Is this site currently violating the Zoning Ordinance?
	Temporary Building/Use Permit	For Sign Permits Only		
	Transfer of a Special Use Permit	Type of business: _____		
	Amendment of a Site Plan	Total display area in sq. ft.: _____		
	Razing or Moving Permit	Proposed setback from RoW: _____		
	Private Road Permit	Sign height: _____ Sign purpose: _____		
	Grading and/or Pond Permit	Type: <input type="checkbox"/> Pole <input type="checkbox"/> Ground <input type="checkbox"/> Wall <input type="checkbox"/> Other		
	Sign Permit	Height and width of wall: _____		
	Other (Damage, Yard, Pool)	Attach Sign drawing showing copy <input type="checkbox"/>		
<b>Describe Proposed Building or Land Use:</b>				

**AFFIDAVIT OF COMPLIANCE**

I am the owner of, or the authorized agent of the owner, of the lot (parcel of land) described and shown on the attached site plan. I am familiar with the Shiawassee County Zoning Ordinance, including the related laws listed in Section 16.5.3. I hereby attest based upon my knowledge and belief that this request is complete, in compliance with, and warrants approval under the Shiawassee County Zoning Ordinance of 1982, as amended.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Shiawassee County Community Development Department  
Building and Trades Division

**AGRICULTURAL STRUCTURE AFFIDAVIT OF USE**

**Applicant**

Parcel Identification No.: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Project Description**

Acres of Parcel: \_\_\_\_\_

Total Acres of Operation: \_\_\_\_\_

Type of Farming Operation: \_\_\_\_\_

Building Size/Description: \_\_\_\_\_ x \_\_\_\_\_ Side Wall Height: \_\_\_\_\_ ft.

Electrical? \_\_\_ Yes \_\_\_ No      Plumbing? \_\_\_ Yes \_\_\_ No

Detailed Description of Building Use: \_\_\_\_\_

Any use involving the housing of animals for agricultural purposes shall acquire all appropriate permits and approvals from the Michigan Department of Agriculture ("MDA") regarding manure management/storage and other items as required by the MDA. All documentation from the MDA shall be filed with our office to verify compliance.

***I understand that the storage of items or materials not related to the "Farm Operation" as described above is a violation of the Shiawassee County Zoning Ordinance and does not comply with the definition of an "Agricultural Use" as defined by P.A. 230 of 1972 as amended. Use of the structure for purposes other than agricultural use requires a "Building Permit" due to the change in use of the structure.***

Owner's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

**"Affidavit of Compliance"**

(As outlined within Section 16.5.3 of the Shiawassee County Zoning Ordinance/June 7, 1999)

I, \_\_\_\_\_, am the owner of, or the authorized agent of the owner of the lot (parcel of land) described on the attached site plan. I have read and understand the terms of the Affidavit of Compliance as listed below and agree to comply with the following, as applicable:

- A. The Land Division Act, Public Act 288 of 1967, as amended.
- B. The Shiawassee County Health Department Sanitary Code.
- C. The Flood Plain regulations of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, Part 31, as amended.
- D. Michigan Public Health Code, Public Act 368 of 1978, as amended.
- E. Farmland and Open Space Preservation provisions of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, Part 361, as amended.
- F. Wetlands Protection provisions of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, Part 303, Section 324.30301 et.seq., as amended.
- G. Inland Lakes and Streams provisions of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, Part 301, Section 324.30101, et.seq., as amended.
- H. "Miss Dig Law", Act 53, as amended.
- I. Airport Zoning Act, Public Act 23 of 1950, as amended.
- J. State Construction Code Act, Public Act 230 of 1972, as amended.
- K. The Shiawassee County Drain Commission Standard Construction specifications for open and closed drains.
- L. The Shiawassee County Subdivision Control Procedures pursuant to Public Act 288 of 1967, as amended.
- M. The Shiawassee County Soil Erosion and Sedimentation Control Ordinance, and any Applicable regulations of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, Part 91, Section 324.9101 et. seq., as amended.
- N. Michigan Department of Environmental Quality rules for Land Divisions, as amended.
- O. All township or village ordinances that are applicable to the proposed building, structure, or land use.
- P. All other State, Federal, or local laws, rules, or regulations applicable to the proposed building, structure, or use of the property.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

STATE OF MICHIGAN        )  
COUNTY OF SHIAWASSEE )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_, MI

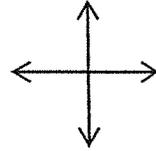
My Commission Expires: \_\_\_\_\_

**SHIAWASSEE COUNTY ZONING SITE PLAN GRID**

NAME: \_\_\_\_\_ PROJECT ADDRESS: \_\_\_\_\_

LOT SIZE: \_\_\_\_\_ or NUMBER OF ACRES \_\_\_\_\_.

(SEE REVERSE SIDE FOR INSTRUCTIONS)



(E, N, S, W.)

A large empty rectangular box with a black border, intended for drawing a site plan grid.

CENTER LINE OF ROAD

## **SITE PLAN REQUIREMENTS**

1. List Setbacks from all lot lines accurately.
2. Indicate all buildings on site and the distance between them.
3. Show location of all utility lines and distance from current building site.
4. Show location of the Well, Septic Tank and Drain Field.
5. Show location of the Reserve Drain Field.
6. Accurately locate Driveway and give distance from closest lot line.
7. Indicate any unique features of the property, such as drain, ditches or streams, etc. and the distance for the building site.

# SAMPLE

## SHIAWASSEE COUNTY ZONING SITE PLAN GRID

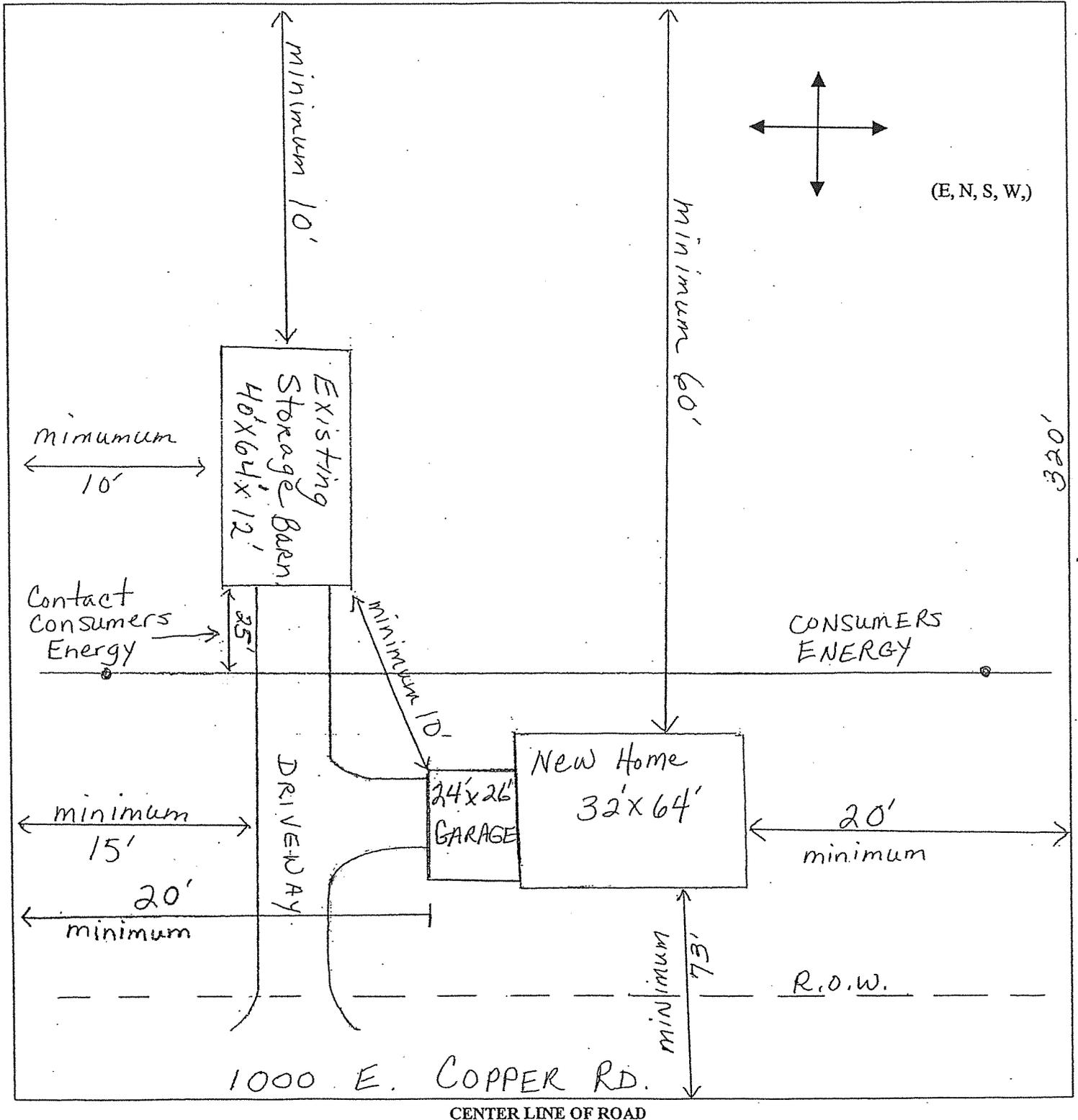
NAME John Doe

PROJECT ADDRESS 1000 E. COPPER RD.

LOT SIZE 200 x 320 or NUMBER OF ACRES \_\_\_\_\_

(SEE REVERSE SIDE FOR INSTRUCTOINS)

200'



CENTER LINE OF ROAD