

DEMOLITION PERMIT CHECKLIST

Shiawassee County Zoning and Building Departments
201 North Shiawassee Street, 3rd Floor, Corunna, MI 48817
(989/743-2396)

Applications will not be taken unless all documents are submitted at the time of application.

ZONING PERMIT

(Commercial construction requires Site Plan Review approval.)

(Permit fee submitted at time of application request.)

- _____ 1. **Completed Zoning Permit Application:** With notarized "Affidavit of Compliance".
- _____ 2. **Proof of Ownership:** A recorded land contract, deed (with Liber and Page Number), or a tax billing statement that includes a full legal description.
- _____ 3. **Plot Plan:** An acceptable, legible, plot plan, which must include directional arrow, property dimensions; front yard from road right-of-way, side and rear yards, setbacks from other structures on the property, overhead wires, County drains, water's edge, location of well and septic area.
- _____ 4. **Soil Erosion and Sedimentation Review:** Soil Erosion Review is requested by the Shiawassee Office of Environmental Health. (989) 743-2390
- _____ 5. **Performance Bond:** No building which requires a demolition permit under the Michigan Building Code shall be razed until a permit has been obtained from the Zoning Administrator who shall be authorized to require a performance bond in any amount not to exceed one thousand dollars (\$1,000) for each one thousand (1,000) square feet or fraction thereof of floor area of the building to be razed. If razing is not accomplished according to the terms of the approval, then the County shall cash the performance bond and use the money to restore the site to a safe condition. Checks should be made payable to Shiawassee County Treasurer or a Performance Bond made in the name of Shiawassee County Community Development.
- _____ 6. **Inspections:** As required.

APPLICATION for a ZONING PERMIT
 Shiawassee County Community Development Department
 Surbeck Building, Third Floor
 201 N. Shiawassee St.
 Corunna, MI 48817
 Phone: (989) 743-2396 • Fax: (989) 743-2393
 Email: comdev@shiawassee.net

App. Date: _____ Receipt # _____ Fee: \$ _____ Permit # _____

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/Email: _____		
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/Email: _____		<input type="checkbox"/> Driveway Permit <input type="checkbox"/> Soil Erosion Permit		
		<input type="checkbox"/> New Address		
Type of Request		Yes	No	For All Applications
<input type="checkbox"/> Principal Structure				Did you attach a "Site Plan Drawing"?
<input type="checkbox"/> Accessory Structure				Are you making grade (earth) changes?
<input type="checkbox"/> Agricultural Structure				Are you creating a pond?
<input type="checkbox"/> Temporary Structure/Use				Is your project within 500 ft. of surface water?
<input type="checkbox"/> Demolition Permit				Is your project exclusively for agricultural use?
<input type="checkbox"/> Sign				Is this site currently violating the Ordinance?
<input type="checkbox"/> Home Occupation				For Sign Permits Only
<input type="checkbox"/> Pond and/or Grading				Type of Business: _____
<input type="checkbox"/> Deck or Porch				Total display area in square feet: _____
<input type="checkbox"/> Pool				Proposed setback from Right-of-Way: _____
<input type="checkbox"/> Private Kennel				Sign height: _____ Sign purpose: _____
<input type="checkbox"/> Outdoor Solid Fuel Furnace				Type: <input type="checkbox"/> Pole <input type="checkbox"/> Ground <input type="checkbox"/> Wall <input type="checkbox"/> Other
<input type="checkbox"/> Shared Driveway				Height and width of wall: _____
<input type="checkbox"/> Buildable Lot Study				Attach Sign drawing showing copy <input type="checkbox"/>
<input type="checkbox"/> Hazardous Material Storage				
<input type="checkbox"/> Other: _____				
Describe Proposed Building or Land Use:				

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 1999, as amended.

Signature of Applicant

Date

"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

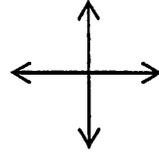
My Commission Expires: _____

SHLAWASSEE 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 intended for drawing the 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

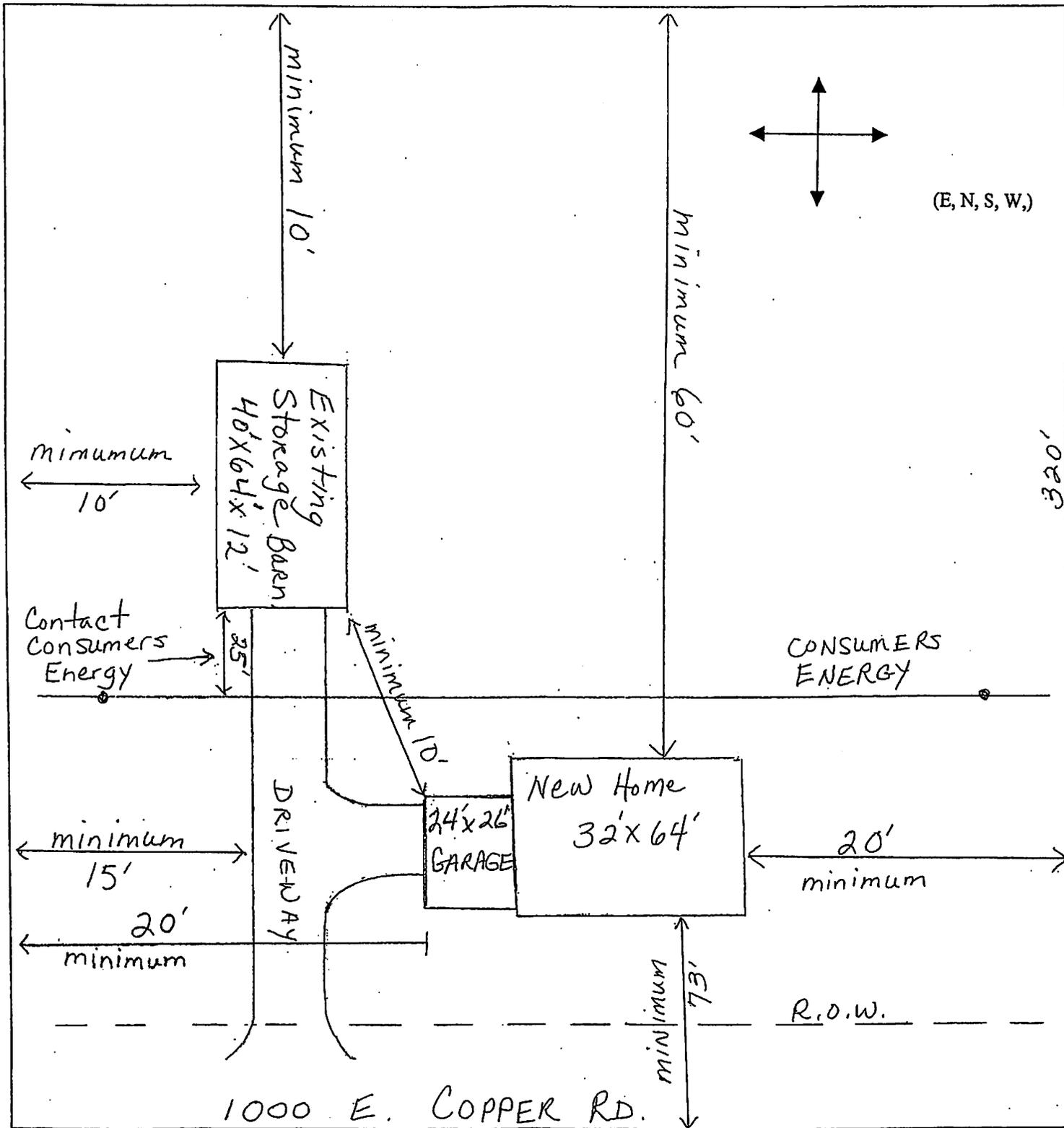
SHIAWASSEE COUNTY ZONING SITE PLAN GRID

NAME John Doe PROJECT ADDRESS 1000 E. COPPER RD.

LOT SIZE 200 x 320 or NUMBER OF ACRES _____

(SEE REVERSE SIDE FOR INSTRUCTOINS)

200'



1000 E. COPPER RD.

CENTER LINE OF ROAD

INSPECTION REQUEST INFORMATION

INSPECTION REQUEST LINE: 989-743-2280

ELECTRICAL, INSPECTIONS ARE DONE ON MONDAY & THURSDAYS, MECH. & PLUMBING INSPECTION ARE DONE ON MONDAY & WEDNESDAYS. BUILDING INSPECTIONS ARE DONE ON TUESDAY & THURSDAY. FOR THE CONVENIENCE OF OUR CUSTOMERS, SHIAWASSEE COUNTY INSPECTION REQUESTS CAN BE FAXED TO: (989) 743-2393 (FAX FORMS ARE AVAILABLE IN THE OFFICE).

PLEASE HAVE THE FOLLOWING INFORMATION READY:

ADDRESS OF PROJECT

TYPE OF PERMIT
(Building, Electrical, Plumbing, etc.)

TYPE OF INSPECTION
(Underground, Rough, Final, etc.)

CONTACT INFORMATION OF THE PERSON REQUESTING THE INSPECTION.

HOW TO GAIN ACCESS TO PROJECT
(Key Location, Lock Box Number, Open, etc.)

ADDITIONAL INSPECTIONS ARE \$40.00

REINSPECTION FEES ARE \$60.00

AND

MUST BE PAID PRIOR TO THE REINSPECTION

TO CONTACT AN INSPECTOR CALL THE MAIN OFFICE
(989) 743-2396