



LAND USE PERMIT REQUIREMENTS

1. Proof of Ownership (i.e., deed or land contract)
 2. Proof of Taxes Paid.
 3. Layout of Parcel, with proposed changes and all existing buildings, waterways, sewer, well, and easements shown. (can be hand drawn, however the Zoning Administrator may require an engineered survey or other items if deemed necessary).
**New construction on vacant parcels requires an engineered survey. The survey needs to include all buildings accurately located and showing all setbacks.
 4. Three Copies of Blueprints.
 5. Land Use Permit Fee - \$100.00
Land Use Waiver Fee - \$10.00
 6. Bond Fees -
SEE FEE SCHEDULE
- *Bonds will be forfeited if Land Use permit is allowed to lapse.
7. Minimum home size is 1200 sq.ft.
Minimum 2-story First Floor is 900 sq.ft.
 8. Minimum home roof pitch is 4/12
 9. **Land Use Permits are valid for one year.** Please see Zoning Administrator to extend/renew permits.

On new construction and additions, it may be to your advantage to verify approval of your septic system by the Livingston County Health Department before applying for a Land Use Permit.

FOR LAND USE PERMIT CONTACT JOHN HELM 517-548-0197
MONDAY 1:00 P.M. – 5:00 P.M.
THURSDAY 9:00 A.M. – 5:00 P.M.

Revised 6/10

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Fee Schedule
Revised November 2020

	Fee	Escrow Amount
Zoning Amendment (Rezoning)	\$1,490.00 *	\$2500.00**
Land Division (with Shared Driveway)	\$1,145.00 *	\$1500.00**
Property Line Transfers and Combinations	\$250.00	\$500.00**
Zoning Board of Appeals	\$515.00 *	\$2000.00***
Special Land Use	\$1,140.00 *	\$2000.00**
Special Land Use Wireless Communications	\$1,000.00*	None
Pre-Application Meeting (Engineer attendance upon request)	\$650.00 \$300.00	
Preliminary Rural Open Space Option	\$1,070.00 *	\$4000.00**
Rural Open Space Option	\$1,200.00 *	\$4000.00**
Condominium Subdivision (non-roso)	\$1,200.00 *	\$4000.00**
Platted Subdivision (non-roso)	\$1,200.00 *	\$4000.00**
Multiple Family	\$1,200.00 *	\$4000.00**
Manufactured Housing Community	\$1,200.00 *	\$4000.00**
Commercial, Office, or Industrial		
Development	\$1,200.00 + \$100.00/acre*	\$4000.00**
Shared Driveway (approval)	\$1200.00 *	\$2000.00**
Private Road (approval)	\$1200.00 *	\$2000.00**
Site Plan Amendment		
Minor Changes	\$500.00 *	\$500.00**
Major Changes	\$925.00 *	\$500.00**
Principal Permitted Use (other than non-ROSO Platted/Condominium Subdivision)	\$925.00 *	\$1500.00**
Permitted Accessory Uses	\$925.00 *	\$1500.00**

*The Initial Fee Covers 1- Public Hearing, 1- Set Of Publications, 1- Meeting, and Administrative Fees. If additional public hearings, publications, or meetings are required there may be extra cost associated.

** Escrow payments will be used for professional fees. Professional fees include attorney, land planner, engineer, and any other expert necessary to review the application. In addition 10% of professional fees will be added for township clerical support. Additional charges may occur and will be collected prior to final approval. Any remaining escrow will be refunded.

*** If the Zoning Administrator feels a professional review is necessary, an escrow amount of \$2000.00 will be required. Escrow payments will be used for professional fees. They include attorney, land planner, engineer, and any other expert necessary to review the application. Any remaining escrow will be refunded.

Fee Schedule

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Liquor Licensing Fee **\$100.00**

Parcel Numbering Fee **\$50.00 per parcel**
(To be paid after approval of Land Divisions,
Property Line Transfer, Combinations,
Condominium Subdivisions, Subdivisions,
PUD, & Rural Open Space Developments)

Land Use Permits	Fee	Bond
Dwellings	\$100.00	\$500.00
Pole Barns & Accessory buildings over 200 sq ft	\$100.00	\$500.00
Signs	\$100.00	\$100.00
Additions	\$100.00	\$500.00
Office, Commercial, Industrial	\$100.00	\$2000.00
Trailer- With Proof of Septic & Well	\$100.00	\$3500.00
Demolition	\$100.00	\$1000/1,000 Sq Ft
Permit Extensions	\$50.00 for 6 months or \$100 annually	

Bonds Will Be forfeited if the applicant fails to satisfactorily complete the project within the time set forth in the permit without having obtained a satisfactory extension of the permit.

Performance Guarantee – may be required
on large projects

**See Section 3.06(B)(3) of the
Township Zoning Ordinance**

Late Fee (late 30 days after date of billing)

**1% per month
Independent Miscellaneous Zoning**

Inspections

\$50.00

Land Use Permit Waiver

\$10.00

Window replacement

Roofs – reshingle

Sheds under 200 sq feet

Interior work