

Request Number: _____

Filing Fee _____

APPLICATION FOR PRIVATE ROAD

- All drawings must be sealed by an architect, landscape architect, engineer, or surveyor unless waived by the Zoning Administrator or Planning Commission.
- A complete application and plans must be filed to the Township Zoning Administrator **not less than thirty days** before the Planning Commission meeting to allow adequate staff review.
- Incomplete applications will be returned to the applicant by the Zoning Administrator.
- If approved, all other required township, county, state, and federal permits must be secured before construction may commence.

1. Street Address and/or Location of Request: _____

2. Parcel Identification Number (Tax I.D. No.): # _____

3. Applicant's Name: _____ Phone Number _____

Address: _____
Street City State Zip

Fax Number _____ Email Address _____

4. Are You: Property Owner Owner's Agent Contract Purchaser Option Holder

5. Applicant is being represented by: _____ Phone Number _____

Address: _____

6. Present Zoning of Parcel _____ Present Use of Parcel _____

7. Description of proposed development (attach additional materials if needed):

The facts presented above and on the following page(s) are true and correct to the best of my knowledge.

Signature: _____ Date: _____

Type or Print Your Name Here: _____

Property Owner Approval: As owner I hereby authorize the submittal of this application and agree to abide by any decision made in response to it. I further agree to permit members of the Planning Commission, Township Board, and other authorized Township officials to enter the above-mentioned property.

Owner

Date

Review of Permit Application. Pursuant to Section 1.06 of the Private Road Ordinance, the Private Road Application must contain or be accompanied by the following information in order for the Township to consider approval of the private road(s):

INITIAL

1. The name(s) of the owners and any other parties having any legal interest in the private road and the property across which it is to be constructed.. _____
2. Permanent parcel number or legal description of the property over which the private road is to be constructed. _____
3. A site location map not to scale which shows the location of the parcel containing the road to surrounding properties and roadways within one-half mile of the site. _____
4. A scaled drawing showing the location, route, dimensions, specifications and design of the private road and any proposed extensions of the road, existing or proposed curb cuts and the location and distance to any public street which the private road is to intersect, in compliance with this Ordinance. _____
5. A scaled drawing illustrating the proposed lot divisions. _____
6. A road maintenance agreement, access easement agreement and deed restrictions as described in Section 1.05 of the Private Road Ordinance. _____
7. A driveway permit application from the Cass County Road Commission. _____
8. A letter from the Cass County Road Commission indicating there is no known duplication of the proposed private road name. _____