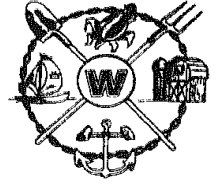


Worth Township Land Use Permit Application Checklist



INCOMPLETE SUBMITTALS WILL BE RETURNED FOR REMAINING INFORMATION

PROCESS OVERVIEW (Important for fastest permit issuance): Once application has been emailed or dropped off Zoning Administrator will contact you with any questions and amount of fee. Once amount has been paid, and all information required has been submitted, the approved land use permit will be emailed to the email address provided in 3-4 business days. A copy will be sent to the Sanilac County Building Department.

Zoning ordinances can be found at www.worhtownshipmi.gov under ordinances labeled as “Chapter 300: Zoning Ordinance of Worth Township”

You **MUST** have all the following before submitting for consideration:

- Site Plan must be complete (requirements are listed at the top of site plan page)
- Survey (10 years old or less) may be required upon Zoning Administrator’s request
- Vacant parcels (within water and sewer district) must have Water & Sewer connection fees paid (contact the treasurer via email at treasurer@worthmi.org)
- Application fee made out to Worth Township (**email zoning@worthmi.org or call 810-359-8852 Ext. 101 for total due**)
- If the project is within the municipal water and/ or sewer districts please go to www.worhtownshipmi.gov to review full ordinance. You may contact the township clerk with any water/sewer questions.
- Please provide all documents on 8.5”x11” letter (standard) paper.

**Please email me (zoning@worthmi.org) with any questions so I can advise you prior to submitting.
OFFICE STAFF WILL NOT BE ABLE TO ASSIST IN ANSWERING QUESTIONS OR REVIEWING FOR COMPLETENESS.**

WORTH TOWNSHIP

LAND USE PERMIT APPLICATION



6903 S. Lakeshore Road, Lexington, MI 48450

Permit #: _____

TO BE FILLED OUT BY APPLICANT:

Address of Project: _____ Property Tax ID #: _____

Applicant's Name: _____ Phone: _____

Email: _____

Address: _____ City: _____ State: _____ ZIP: _____

Property Owner's Name: _____ Phone: _____

Email: _____

Address: _____ City: _____ State: _____ ZIP: _____

Type of Improvement *(Having your site plan complete before continuing may be helpful.)*

Refer to **Section 300.151,(A)** of the Worth Township Zoning Ordinance for all information about the land use permit application and procedure

New Home Expansion/Addition Alternation/Repair/Replacement New Accessory Use

Fence Sign Swimming Pool Pond Other: _____

Proposed Use: _____

Location From Property Line: _____ ' North _____ ' East _____ ' South _____ ' West

Dimensions: _____ Height: _____

Estimated Value of Project: _____

Residence Stick Build Modular Off-sight Manufactured Attached Garage
Bedrooms: _____ Bathrooms: _____ Total SQ. FT _____ Type of Heat: _____ AC: _____

1st Story SQ. FT _____ 2nd Story SQ. FT _____ # of Fireplaces & Type: _____

Basement Crawl Space Slab Foundation Other: _____

*If the project is within the municipal water and sewer district, please see ordinance 24-03-20-01 Water & Sewer Service.

**Please email me (zoning@worthmi.org) with any questions so I can advise you prior to submitting.
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Outbuildings:

Detached Garage Pole Building Other: _____

Project Dimensions: Length _____, Width _____, Height _____

Proposed Use: _____

*If the project is within the municipal water and sewer district, please see ordinance 24-03-20-01 Water & Sewer Service.

Plumbing in outbuilding: Yes No Electrical in outbuilding: Yes No

Existing Site Information *(Please show on sketch/site plan)*

Current Zoning Designation: _____ (zoning map located on www.worhtownshipmi.gov)

Property Size: _____ acres OR _____ square feet

Current # of Structures: _____

***Be sure to include all existing structures with distance from property lines on site plan.**

Building 1: Length: _____ Width: _____ Height: _____

Building 2: Length: _____ Width: _____ Height: _____

*If more than 2 buildings/ structures please attach additional page

CHANGES: Any addition/ deletions to site plans must be approved by Worth Township in writing.

INSPECTIONS: To verify compliance with the permit, it may be necessary for the Zoning Administrator or his/her designee to visit the property to review the site plan. Your signature on this permit authorized the Zoning Administrator and Assessor to make a site visit during normal business hours. The property owner may or may not be contacted prior to site visits.

Notice: The applicant is responsible for determining and obtaining any additional permits which may be required for the proposed project. These permits may be required from Worth Township and/or any outside entities that have jurisdiction. It is mandatory that you obtain a BUILDING PERMIT from the Sanilac County Building Department prior to the start of any build.

I affirm that the information provided on this application is true and accurate and that the project shall be completed in accordance with the provisions of the Worth Township Zoning Ordinance. It is the property owner's/agent's responsibility to determine the exact locations of all property lines.

***All fees for processing applications are non-refundable**

Signature of Applicant: _____ Date: _____

If the Applicant is not the Property Owner, the Property Owner must sign here in acknowledgement that the Applicant is acting on the owner's behalf and agree that the information provided is accurate.

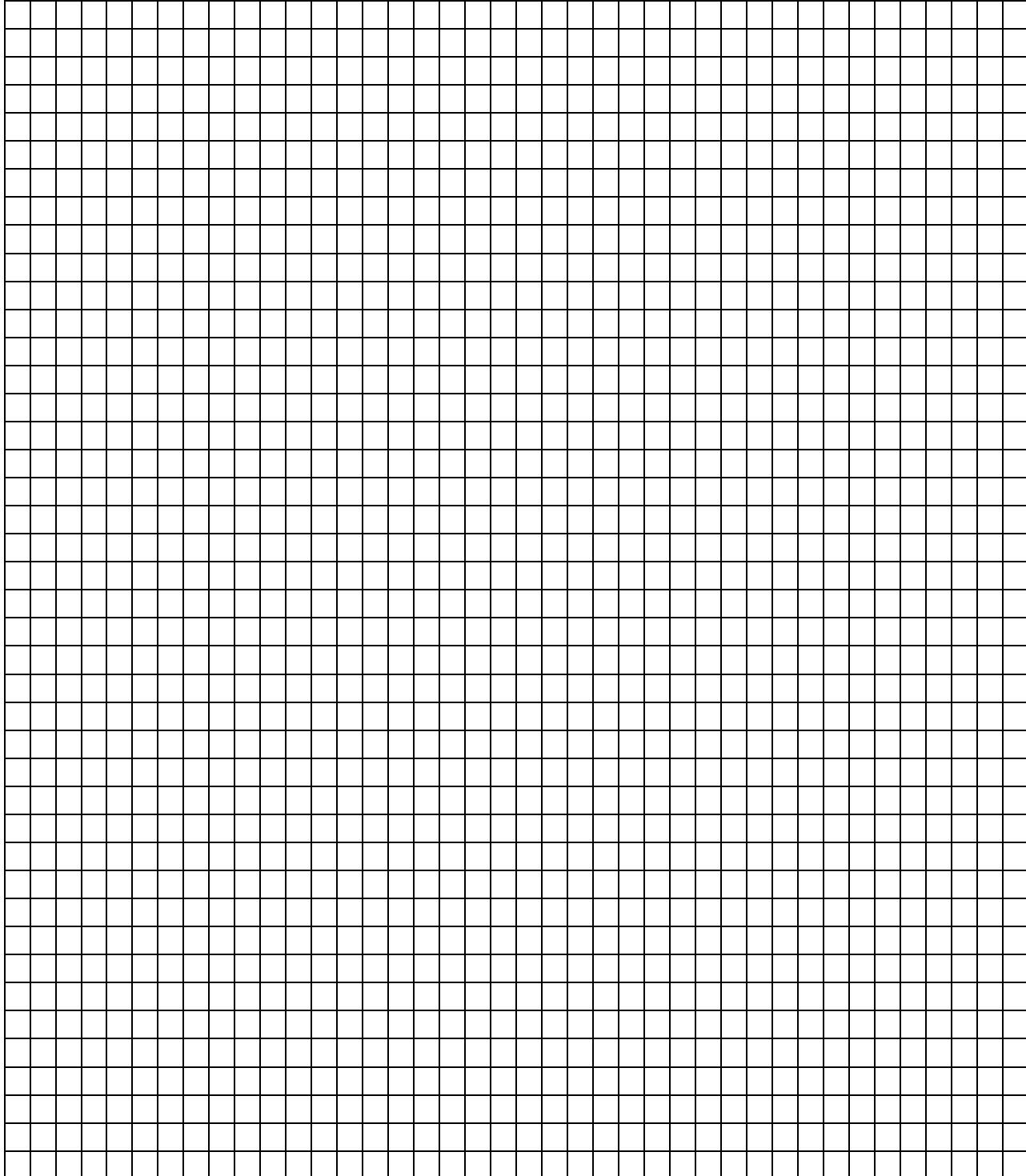
Signature of Property Owner: _____ Date: _____

**Please email me (zoning@worthmi.org) with any questions so I can advise you prior to submitting.
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SITE PLAN REQUIREMENTS:

- Prints attached; all new construction/ remodels/additions require blue print copies to be attached
- All existing structures labeled with dimensions and distances from property line in all directions
- North clearly labeled
- Location of septic and water sources current and proposed
- Location of proposed structure(s) from property lines in all directions.
- Location of any easements

THIS GRID SHEET MAY BE USED TO ACHIEVE A SCALED DEPICTION OF THE SITE PLAN IN SUPPORT OF THE APPLICATION



Please email me (zoning@worthmi.org) with any questions so I can advise you prior to submitting.
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THIS SECTION FOR TOWNSHIP USE ONLY

Permit Number: _____ Fee Paid: _____ Date of payment: _____

Date Approved: _____ OR Date Denied: _____

Conditions or notes for approval/denial:

Zoning Administrator Signature: _____ Date: _____

Treasurer:

Water & Sewer connection fees paid? (if applicable) _____

Taxes paid? _____

Special Assessments paid? _____

Treasurer Signature: _____ Date: _____