Village of Northport Land Use Permit Application

PO Box 158, 116 W. Nagonaba, Northport, MI 49670
Phone: (231) 386-5182 Fax: (231) 386-5184 Email: clerk@villageofnorthport.net

SECTION 1: OWNER/CONTRACTOR/LOCATION INFORMATION – If application is completed by other than the property owner, please attach a letter of authorization for agent.

Application completed by: Owner ☐ Contractor ☐	**Parcel owner's name and mailing address** **Email:**	**Phone number** **Fax:**
Type of Permit: New Structure ☐ Addition ☐ Accessory Bldg. ☐ Deck or Other ☐ Demolition ☐ Fence/Wall or Sign ☐	**Contractor's name and mailing address** **Email:**	**Phone number** **Fax:**
Parcel ID#	**Parcel address**	**Subdivision name and lot #**
Date of application:		**Lot of record?** Yes ☐ No ☐

SECTION 2: PROPOSED PROJECT – All measurements must include overhangs, if any. Please identify project types separately (structure, addition, accessory building, fence/wall, sign, other) and on-site plan.

Type of Structure	Width	Length	Height	Stories	Area
1					
2					
3					
4					
Type of Foundation Basement ☐ Crawl ☐ Piers ☐ Slab ☐ Other ☐_____ **Type of Framing** Metal ☐ Wood ☐ Other ☐ _____ **Type of siding** Stone/brick ☐ Vinyl ☐ Wood ☐ Other ☐_____			**# baths**	**# bed rooms**	**Total area**

SECTIION 3: A site plan must be attached to this application (For all New Builds). All setback measurements should be taken from the property line to the nearest point of the building or structure foundation (including eaves and overhangs). Property lines must be flagged for inspection adjacent to the construction area. The following information must be included on the site plan, (see Article 18 of the Village of Northport Zoning Ordinance for details):

1. Dimensions of parcel with front, rear, left and right sides clearly labeled.
2. Location and dimensions of existing and proposed structures.
3. A Floor Plan
4. Typical elevation views of the front and side of each type of building.
5. A Landscaping Plan (When available should be submitted. However, will not hold up the permitting process)
6. Setback measurements of existing and proposed structures.
7. Construction Staging area shall be identified on the site plan
8. Location and dimensions of existing and proposed easements and/or driveways.
9. Location and name of nearest public/private road.
10. Location of well, water connection, septic/sewer connection and fuel tank, if any.
11. North directional arrow with Scale 1" =20' for properties less than 3 acres and 1"=100' for those 3 acres or more.

SECTION 4: OTHER INFORMATION – If applicable, copies of any other regulatory agency permits must be submitted with this application.

<table>
<tr><td colspan="3">Zoning District</td><td colspan="2"></td><td>Type of Wastewater System
Sewer ☐ Septic ☐</td></tr>
<tr><td colspan="3">Lot Coverage
% Permitted, if any</td><td colspan="2">A
%</td><td rowspan="4">Environmental Conditions/Requirements
☐Dominant ridge elevation _____
☐ Wetlands ☐ High Risk Erosion
☐ Steep slopes ☐ Inland lake/stream
☐ GT Bay shoreline
Soil Erosion Permit # _____

EGLE Permit # _____</td></tr>
<tr><td colspan="3">Total area of existing and proposed structures</td><td colspan="2">B
Sq ft</td></tr>
<tr><td colspan="3">Total area of lot or parcel</td><td colspan="2">C
Sq ft</td></tr>
<tr><td colspan="3">Percentage of lot coverage
B/C = D</td><td colspan="2">D
%</td></tr>
<tr><td>REQUIRED Setbacks</td><td>Front</td><td>Rear</td><td>Left</td><td>Right</td><td rowspan="2">Driveway
Existing☐ New ☐
Soil erosion permit # _____
County Road Commission permit # _____

Village driveway permit # _____</td></tr>
<tr><td>PROPOSED Setbacks</td><td>Front</td><td>Rear</td><td>Left</td><td>Right</td></tr>
<tr><td colspan="6">Flood Zone Information
Is any portion of the lot or parcel located in a flood zone? Yes☐ No ☐</td></tr>
</table>

SECTION 5: Answer the following questions:

1. Is the physical address of the parcel marked at the site? _____
2. Are there deed restrictions on the site that you need to be aware of? _____
3. Do all existing structures conform to district setbacks? _____ If no, describe _____
4. Have there been any previous known zoning violations on this parcel? _____ If yes, describe _____
5. Have any variances been granted for this parcel? _____

Application is hereby made for a permit to authorize the proposed activity described herein. I understand that the granting of other permits by local, county, state or federal agencies does not release the property owner from obtaining the permit requested here. I understand that the granting of a Land Use Permit by the Village of Northport does not exempt the property owner from obtaining other permits that may be required.

With the granting of this permit, it is agreed that this work will conform to state building codes, zoning and other Village ordinances, and that said Village shall not be liable for any resulting damage.

I certify that to the best of my knowledge and belief this information is true and accurate and in compliance with the Village Zoning Ordinance. I certify that I have the authority to undertake the activities proposed herein. By signing this application, I agree to allow a representative of the Village to enter upon said property in order inspect the proposed project.

Changes to this application and attached documents must be made, initialed and dated by the applicant.

_____ _____

Applicant's signature Date

Zoning Administrator Comments/Conditions:

Permit Number: _____

_____ _____

Zoning Administrator's signature Date