

APPLICATION FOR LAND USE PERMIT
Incomplete Applications and Site Plans will be Denied

Village of Honor
10922 Platte Street
P.O. Box 95
HONOR
PHONE# 231-325-8432

Zoning Administrator
Rosemary Naulty
1-937-536-9501
SITE INSPECTIONS BY
APPOINTMENT ONLY

PERMIT
PERMIT # _____
DATE ISSUED: _____
DATE EXPIRED: _____
ZONING DISTRICT: _____
FEE: \$ _____
PAID BY: _____

FAX# 231-325-6003

PROPERTY INFORMATION

PARCEL # _____ LOCATION: _____
LOT SIZE AND DIMENSIONS: _____

OWNER/APPLICANT INFORMATION

Owner Information

Applicant Information (if different than owner)

Name	Name
Address	Address
City State Zip	City State Zip
Phone: Cell Ph:	Phone: Cell Ph:
Email	Email

Contractor: _____

Project Information

Project Information						
Category of Use(circle one)		Residential	Commercial	Industrial		
Description of project						
List each "Use" or "Structure" separately						
	Description	Width	Length	Height	Total Sq. Ft.	Fee
1						\$
2						\$
3						\$
4						\$

*Structure Dimensions are for the Footprint and include roof overhang

Actual Setbacks Measured from Property Lines

Front: _____ Rear: _____ Side: _____ Side: _____

I HEREBY CERTIFY THAT ALL THE STATEMENTS AND/OR INFORMATION CONTAINED HEREIN OR SUBMITTED WITH THIS APPLICATION ARE TRUE AND THAT I WILL COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS CONCERNING THIS PROJECT, ANY NONCOMPLIANCE WITH THE PROVISION OF THIS PERMIT OR SAID LAWS WILL RENDER THIS PERMIT NULL AND VOID.

Remarks:	X _____
	Signature of Owner or Applicant
	Application: _____ Approved Denied
	By: _____ Rosemary Naulty, Zoning Administrator *If Agent an original letter of authorization is required

LAND USE APPLICATION SITE PLAN (REQUIRED)

1	North Arrow	6	Dimensions of each structure & location (setbacks)
2	Front, Rear & Side Property Lines	7	Location of existing or proposed well or sewer hookup
3	Road or Street and Driveway	8	Location of shoreline, lake river or stream (if within 500 feet)
4	Any existing structures and their locations	9	Location of Steep Slopes or Ravines
5	Proposed structures and their locations	10	Location of Wetlands

A large grid of graph paper, approximately 30 units wide by 40 units high, intended for drawing a site plan. The grid is composed of small squares, with a slightly larger square at the top left corner, likely for a north arrow or title.

PROPERTY LINES AND BUILDING SITE MUST BE STAKED PRIOR TO SITE INSPECTION!

VILLAGE OF HONOR Zoning Fee Schedule

Land Use/Zoning Compliance Permit

Residential

Standard Residence	(up to 1,500 sq. ft.)	\$30.00
	(per 100 sq. ft. over 1,500 sq. ft.)	\$ 3.00
Complex	Requiring call backs for survey, site analysis, environmental factors. ZBA Referrals after the fact permits, etc.	\$40.00
Accessory	Structure or Use – garage, deck, storage, addition temporary use, fence. Home occupation sign, demolition or removal of building, etc. With Primary Permit	\$20.00 \$10.00
<u>Commercial</u>	Structure (up to 1,500 sq.ft.)	\$50.00
	(per 100 sq. ft. over 1,500 sq.ft.)	\$ 5.00

Renewal

(for expired permits) One Half Of The Original Required Fee

Zoning Board Of Appeals (ZBA) **\$225.00**

Special Use Permit (SUP) Major Mobile Home Parks, Campgrounds, Trailer Parks, etc. **\$450.00**

Special Use Permit (SUP) Minor Other, WCT, etc. less than 2 acres/5,000 sq.ft. **\$200.00**

Planned Unit Development **\$450.00**

Planning Commission Petition (Zoning Changes etc.) **\$450.00**

Standard Subdivision **\$450.00**

* Plus any additional costs incurred by the Township over and above normal expenses

Every application shall be accompanied by the following information and data:

Sheet showing compliance with all requirements of the specific Special Land Use
See Section 11 _____.

SITE PLAN REQUIREMENTS

Site plans may be submitted on the Village's site plan sheet (if the following requirements can be legibly drawn/shown) on the sheet. Otherwise larger site plans are required. The number of site plans to be submitted will be determined at the pre-submission conference.

	Attached	Not Attached	If not attached, why not (attach additional sheets of paper as needed).
1. The application form filled out in full by the applicant	—	—	—
2. Legal Description, plat name, lot number(s), property lines	—	—	—
3. Property owner and applicant names, addresses and phone numbers	—	—	—
4. Preparer's name and address	—	—	—
5. Scale, north arrow, date and location map	—	—	—
6. Name, location, and width of streets, alleys, sidewalks, drives, easements and utilities	—	—	—
7. Show all existing natural features including trees and woods on site, streams, lakes, ponds, etc. on site and within 300' with an indication as to which will be retained and which removed or altered by earth changes	—	—	—
8. Zoning Classification on site and surrounding properties	—	—	—
9. Required setback lines, R.O.W. lines and any variances to be requested	—	—	—
10. Proposed building use, shape, dimensions, locations, lot area, floor coverage, lot coverage percentage, building height and building elevations	—	—	—
11. Existing buildings and improvements on and adjacent to the subject parcel within fifty (50) feet	—	—	—
12. Existing and proposed grades and drainage systems and structures with topographic contours at intervals not exceeding two (2) feet vertical	—	—	—
13. Required number, proposed number and location of parking spaces, maneuvering lanes, driveways, loading areas, and their dimensions and proposed points of access to the site from public streets and alleys. Minimum parking spaces as required in Article XIV/	—	—	—
14. Proposed location of walkways, landscaped areas, recreational areas, open space, screen walls and greenbelts	—	—	—
15. Written documentation prepared by a registered civil engineer indicating the peak rate of Stormwater runoff occurring before the development (for a storm with a twenty-five (25) year frequency and twenty-four hour duration	—	—	—
16. Any other information necessary to establish compliance with the Ordinance	—	—	—

IMPACT STATEMENTS

	Attached	Not Attached	If not attached, why not? (attach additional sheets of paper as needed).
1. A written description of the environmental characteristics of the site prior to development, i.e. topography, soils, vegetative cover, drainage, streams, creeks or ponds	—	—	—
2. Types and uses and other man-made facilities	—	—	—
3. The number of people to be housed, employed, visitors or patrons and vehicular and pedestrian traffic	—	—	—
4. Phasing of the project including ultimate development proposals	—	—	—
5. Natural features which will be retained, removed and/or modified including vegetation, drainage, hillsides, streams, wetlands, wood-lands, wildlife and water. The description of the areas to be changed shall include their effect on the site and adjacent properties. An aerial photo may be used to delineate the areas of changes	—	—	—

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|-----|--|-------|-------|-------|
| 6. | The method to be used to serve the development with water and sanitary sewer facilities | _____ | _____ | _____ |
| 7. | The method to be used to control drainage on the site and from the site | _____ | _____ | _____ |
| 8. | If public sewers are not available to the site, the applicant shall submit a current approval from the Health Department or other responsible public agency indicating approval of plans for sewage treatment. | _____ | _____ | _____ |
| 9. | The method to be used to control any increase in effluent discharge to the air or any increase in noise level emanating effects from the site.
Consideration of any nuisance that would be created within the site or external to the site whether by reason of dust, noise, fumes, vibration, smoke or lights. | _____ | _____ | _____ |
| 10. | An indication of how the proposed use conforms to existing and potential development patterns and any adverse effects | _____ | _____ | _____ |
| 11. | Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established | _____ | _____ | _____ |
| 12. | Type, direction and intensity of outside lighting | _____ | _____ | _____ |
| 13. | General description of deed restrictions (if any) | _____ | _____ | _____ |
| 14. | Name(s) and address(es) of person(s) responsible for preparation of statement | _____ | _____ | _____ |

STORMWATER RETENTION

When any land in the Village is developed or altered in any way which affects stormwater runoff, the owner shall detain such stormwater from runoff onto adjacent properties, including roads, and other rights-of-way, in such a manner which shall result in the maximum amount of stormwater runoff not exceeding that which existed prior to the development or improvement of the property, and in accord with the requirements of the Soil Erosion/Sedimentation Control Act, PA 347 of 1972 as amended. Special attention shall be given to proper site drainage so that runoff of Stormwater will not adversely affect neighboring properties or the surface water quality of the area lakes and streams. Stormwater control measures such as retention/detention basins, vegetative buffers, swales, and infiltration trenches, shall be required to ensure that the peak rate of Stormwater runoff after development does not exceed the rate prior to development. (For a storm with a twenty-five (25) year frequency and twenty-four (24) hour duration.

*Soil Erosion, Sedimentation and Stormwater Control Permit or letter from the County SESSC official stating that a permit is not needed is a required attachment.

I/WE CERTIFY THAT ALL THE STATEMENTS AND/OR INFORMATION CONTAINED HEREIN OR SUBMITTED WITH THE APPLICATION ARE TRUE AND THAT I WILL COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS CONCERNING THIS PROJECT. ANY NONCOMPLIANCE WITH THE PROVISIONS OF THIS PERMIT OR SAID LAWS WILL RENDER THIS PERMIT NULL AND VOID.

Remarks/Conditions	DATE: _____
	X _____ Signature of Owner or *Agent
	Application _____ Approved _____ Denied
	DATE: _____
	By: X _____ Rosemary Naulty, Zoning Administrator
	DATE: _____
	X _____ Doug Corner, Chairman, Planning Commission
	*If Agent, an original letter of authorization is required.