



GREEN LAKE TOWNSHIP LAND USE PERMIT

APPLICATION REQUIREMENTS

The following must be submitted to the Township to process a Land Use Permit application. After all necessary required documents have been received, the Zoning Administrator has fifteen (15) days in which to issue or deny the permit. The application **fee is collected at the time of completed application packet submitted.**

1. _____ Tax Identification number of the property along with the house number and street. Proof of ownership (closing statement or deed) may be required.
2. _____ Grand Traverse County Health Department Permit – for well and septic (231) 995-6018.
3. _____ Grand Traverse County Road Commission Driveway Permit – for new driveway if on a public or County maintained Road (231) 922-4848.
4. _____ Grand Traverse County Soil Erosion Permit if the structure is within 500 feet of a lake, stream; or excavating one (1) or more acres of land (231) 995-6051.
5. _____ Complete site plan drawn to scale. Show scale, lot lines, buildings, distances between new structure and existing buildings, distances (setbacks) to lot lines from each corner of proposed structure. Distances measured from furthest overhang, not wall. Driveway must be indicated. If private road, distance to any other driveway must be included regardless the side of the road.
6. _____ Survey Sketch Site Report. Required for verification on projects utilizing minimum allowed setbacks, non-conforming lots and/or those issued a variance. This site plan is **sealed by a surveyor** to indicate property lines, setbacks, structures and any known easements.
7. _____ Three (3) complete sets of blueprints. All new buildings / additions must have dimensional
8. _____ Land Use permit application form filled out completely and **signed by owner.**
9. _____ Property must be staked for inspection (property lines and structure).
10. _____ Payment of fees.

Additional Resources:

Grand Traverse County Construction Codes Office (231) 995-6044

EGLE – Environment, Great Lakes & Energy – Formerly DEQ (231) 775-3960

Equalization (231) 922-4722

FOR OFFICE USE ONLY

Permit Numbers:

Health Department _____

Driveway _____

Soil Erosion _____

Application Approved by: _____

Date _____



PARCEL CODE 28-07- _____ - _____ - _____

LAND USE PERMIT # _____

Received _____ Issued _____

Fee \$ _____ Paid _____ Ck # _____

GREEN LAKE TOWNSHIP LAND USE APPLICATION

Issued Permits Good For One Year

**PROJECT AREA MUST BE STAKED FOR SET BACK
INSPECTION - ARE STAKES SET? Yes / No**

Date Inspected: ____/____/____

You **MUST** answer all questions and include all attachments or this will be returned to you.

OWNER OF PROPERTY:

NAME _____ PHONE _____

ADDRESS _____

APPLICANT:

NAME _____ PHONE _____

ADDRESS _____

EMAIL ADDRESS _____

Relationship of applicant to property: Owner of record Party to a sales agreement
 Party to a lease agreement Other _____

PROJECT ADDRESS _____ ZONING DISTRICT _____

Parcel Id Number _____ Present Use _____

GENERAL CONTRACTOR _____ PHONE: _____

CONTRACTOR ADDRESS _____

CONTRACTOR EMAIL _____ LICENSE # _____

PROPOSED LAND USE Residential Commercial Industrial Agriculture

SITE PLAN REQUIRED DRAWN TO SCALE

(Either professionally drawn or drawn to scale on graph paper provided with this application. Sample site plan included in this packet.)

TYPE OF CONSTRUCTION – BLUE PRINTS REQUIRED

- | | | |
|--|---|---|
| <input type="checkbox"/> House | <input type="checkbox"/> Wood Frame | <input type="checkbox"/> Block Basement |
| <input type="checkbox"/> Garage | <input type="checkbox"/> Post Frame | <input type="checkbox"/> Wood Basement |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Block | <input type="checkbox"/> Poured Wall Basement |
| <input type="checkbox"/> Shed | <input type="checkbox"/> Poured Wall | <input type="checkbox"/> Block Crawl |
| <input type="checkbox"/> Fence | <input type="checkbox"/> Pre-Fab | <input type="checkbox"/> Wood Crawl |
| <input type="checkbox"/> Mfg. Home HUD | <input type="checkbox"/> Structural Steel | <input type="checkbox"/> Poured Wall Crawl |
| <input type="checkbox"/> Mobile Home HUD | <input type="checkbox"/> Shop | <input type="checkbox"/> Slab |
| <input type="checkbox"/> Office | | <input type="checkbox"/> Other |
| <input type="checkbox"/> Warehouse | | |

Other Explain _____

DIMENSIONS: (in feet/height include roof)

Width _____ Length _____ Total Building Height _____ # Stories _____

SETBACKS: * Setback measured from end of outermost overhang.

Distance from road side property line _____ Distance from rear property line _____

Distance from side line _____ and side line _____

Distance from water's edge (if applicable) _____

*** Minimum of 10 feet to any other structure required**

Both the property lines and building site must be staked prior to returning this application.

In granting of a permit for construction, all applicable ordinances shall be complied with. The **Township of Green Lake** shall not be liable for any damages resulting therefrom. In signing this application, you are permitting a representative of Green Lake Township to do on-site inspections.

OWNER MUST SIGN

DATE

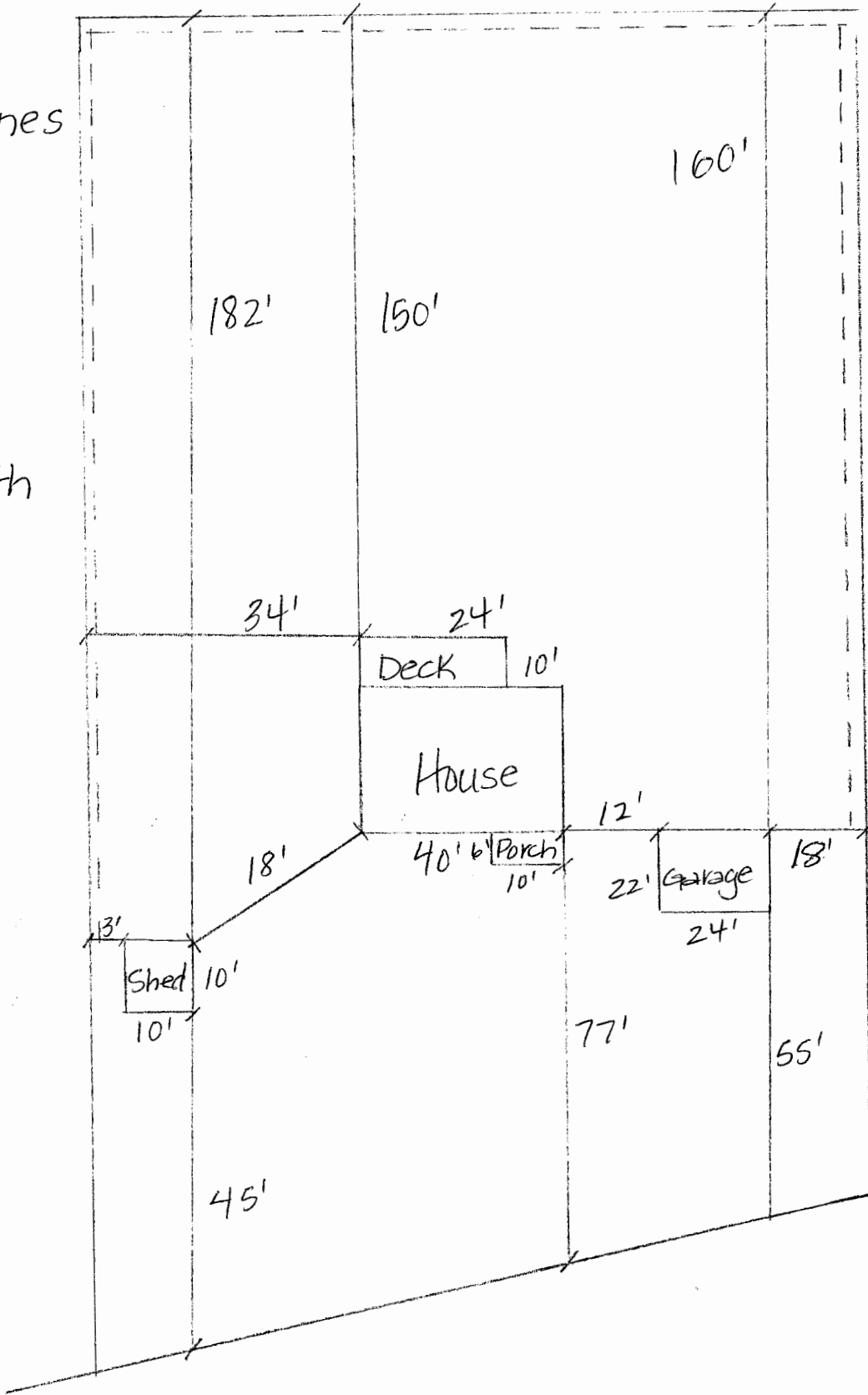
Sample Site Plan

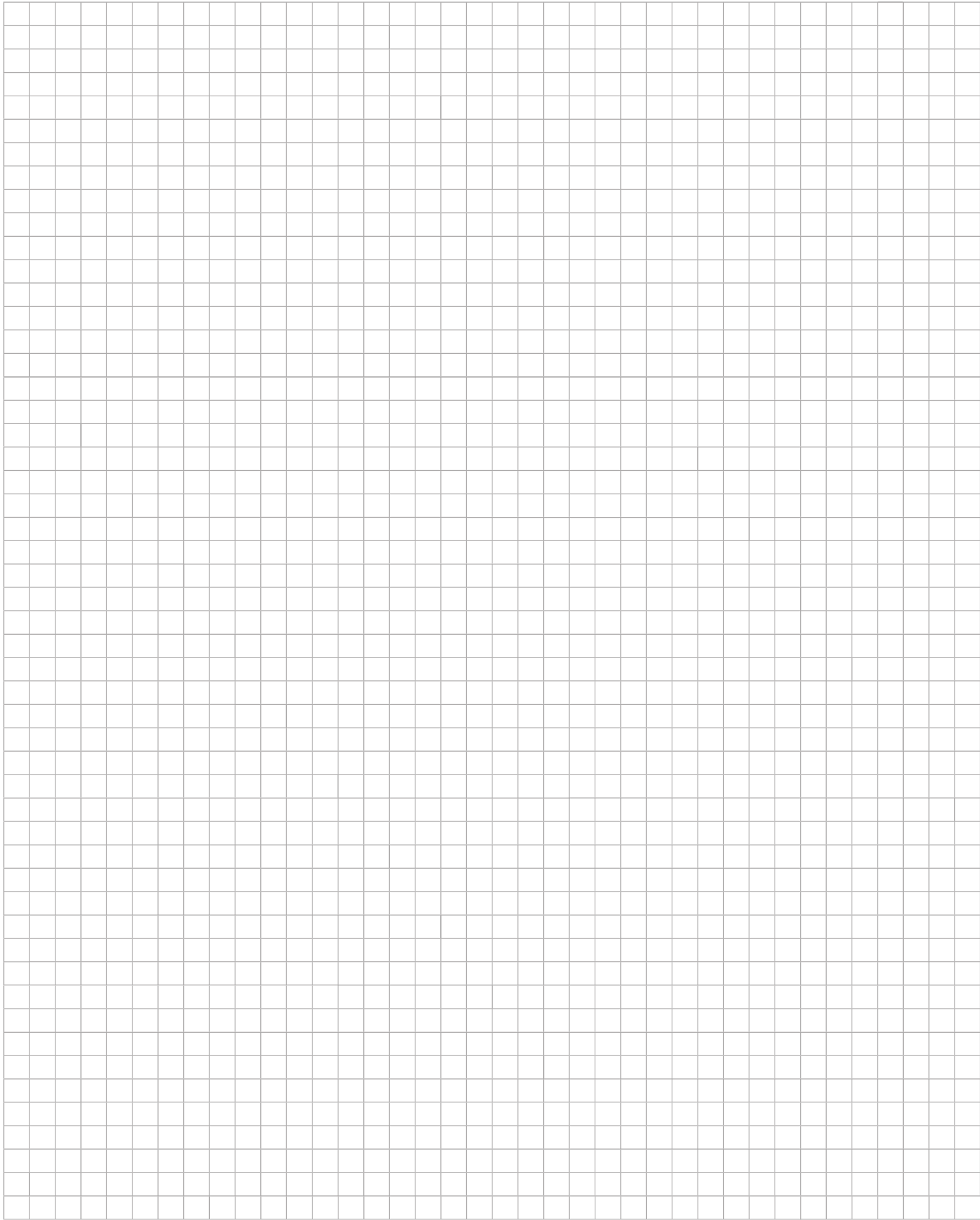
Fence

Dashed lines are fence outline.

Propose:

5' tall
220' total length





8.6 TABLE OF DIMENSIONAL REGULATIONS [amended by ZA #10-01, adopted 5/12/14, effective 5/31/14] [amended by ZA # 18-09, adopted 12/10/18, effective 12/25/18]

ZONING DISTRICT	Minimum Lot Area See Note G	Minimum Lot Width See Note G	Minimum Lot Width at Water's Edge	Minimum Setback See Notes H, I & J				Maximum Building Height See Notes K & L	Maximum Lot Coverage
				Front	Sides	Rear	Water's Edge		
Rural Residential R-5	5 acres	330'	220'	35'	See Note N	15'	50'	35'	
Low Density Residential R-2	1 acre	150'	150'	35'	See Note N	15'	50'	35'	25%
Moderate Density Residential R-1	1 acre	150'	150'	35'	See Note N	15'	50'	35'	25%
Village Residential VR	12,000 sq ft	See Note M	150'	35'	See Note N	15'	50'	35'	30%
Lake Residential LR	1 acre	150'	150'	35'	See Note N	15'	50'	35'	25%
Conservation C-10	10 acres	330'	150'	35'	15'	15'	50'	35'	
Commercial C	1 acre	150'	150'	35'	15'	15'	50'	35'	50%
Village Commercial VC	See Note O	See Note O	150'	35'	5'	10'	50'	35'	25%
Industrial M	5 acres	250'	150'	100'	15'	15'	50'	35'	
Institutional I	1 acre	150'	150'	35'	15'	15'	50'	35'	

* [amended by ZA #08-03, adopted 1/17/09, effective 1/25/09] [amended by ZOA 20-001, approved 1/27/2020, adopted 2/10/2020, effective 2/23/2020]

Footnotes to the Table of Dimensional Regulations

General Notes:

Note A: Existing Parcels – All existing parcels legally created of any size may be developed for uses permitted in the zoning district. Unless otherwise stated in this Ordinance, setbacks of the district shall apply to all parcels in this District, even those with nonconforming width or area.

Note B: Accessory Buildings and Structures – Accessory buildings and structures are subject to the provisions of Section 4.11. Unless otherwise stated, the provisions of this table shall not apply to such accessory buildings or structures.

Note C: Alternative Development Choices – For alternative development choices, refer to Article 11.

Note D: Minimum Dwelling Unit Area – The minimum dwelling unit area shall be eight hundred (800) square feet at grade, habitable space except for a mobile home located in a licensed mobile home park. [amended by ZA #20-002, adopted 7/27/20, effective 8/22/20]

Note E: Minimum Dwelling Unit Width – The minimum dwelling unit width shall be twenty (20) feet except for a mobile home located in a licensed mobile home park.

Note F: Manufactured Housing Community – All dimensional standards under the Michigan Department of Consumer and Industry Services' Manufactured Housing Commission rules (adopted February 12, 1998 or as amended or replaced with alternative rules) shall be observed.

Specific Notes (referenced in table 8.6 above):

Note G: Parcel Width to Depth Ratio – A parcel less than thirty (30) acres created after the effective date of this Ordinance shall not have a depth which is more than three (3) times its width.

Note H: Corner Lots – For corner lots, the minimum required front setback shall be observed from both the front and exterior side lot lines except that a twenty (20) foot setback shall be observed from the exterior side lot line in the VR district and where such lot line adjoins the road right-of-way of a road that ends at the shoreline of a body of water.

Note I: Through Lots – For through lots, the front setback requirement shall be observed from both the rear and the front lot lines.

Note J: Minimum Front Setback – The minimum front setback shall be applied from all lot lines contiguous with a road, subject to Notes H and I above.

Note K: Exemptions from Height Provisions – For exemptions from the height provisions of this table, refer to Section 4.7.

Note L: Height Variation – Any building or structure or part thereof may be erected or altered to any height if approved by the Board of Appeals, pursuant to its power to grant variances, or by the Planning Commission in connection with a Special Use Permit application approval.

Note M: Minimum Lot Width Requirement in the VR District – The minimum lot width in the VR District shall be as platted, except for combined lots in which case a minimum of one and one-half (1-1/2) times the width of the platted lots is required.

Note N: Minimum Side Setback Requirement in the Residential Districts – The minimum side yard setback in the Residential Districts shall be fifteen (15) feet or ten percent (10%) of the lot width, whichever is less, provided that no side yard shall be less than seven (7) feet.

Note O: Minimum Lot Area and Lot Width Requirements in the VC District – The minimum lot area and lot width in the VC District shall be as platted. For unplatted land zoned VC, minimum lot area shall be 12,000 square feet and minimum lot width shall be 100 feet.