

FTPC # \_\_\_\_\_  
File Name \_\_\_\_\_

**PLANNING COMMISSION & TOWNSHIP BOARD  
LODI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN**

**AN APPEAL FOR A SPECIAL USE**

(This appeal must be typewritten or printed. ALL questions must be answered.)

Request is hereby made for permission to obtain a Special use permit, for the property described below, for the following use:

Name of Applicant \_\_\_\_\_

Address of Applicant \_\_\_\_\_

Telephone Number of Applicant \_\_\_\_\_

Is this property owned by the applicant?  YES  NO (check one)

If "NO", name(s) and address(es) of owner(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DESCRIPTION OF THE PREMISES:**

- 1. Location of Property \_\_\_\_\_
- 2. Zoning Classification of Property \_\_\_\_\_
- 3. Adjoining Land Uses & Zoning Classifications \_\_\_\_\_  
\_\_\_\_\_
- 4. Tax Code Number \_\_\_\_\_
- 5. Size of Property or Lot \_\_\_\_\_
- 6. Size of Proposed Building or Addition (if any) \_\_\_\_\_
- 7. Use of Existing Building (if any) and Property \_\_\_\_\_

If a new building is proposed, has the Building Inspector examined the plans for the proposed building?

YES  NO

Has the Building Inspector refused a permit?  YES  NO

Has there been any previous appeal involving this property?  YES  NO

If so, state date of filing, character of appeal and disposition of same:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attached hereto and made a part of this appeal are submitted the following papers and documents:**

1. A set of drawings, all on sheets 11 inches by 8 ½ inches in size, drawn to scale, correlated with the legal description and showing all necessary measurements and all features involved in this appeal, including measurements to show distances between structures and property lines, lot width and area, and height of structures.

CHECK THAT ATTACHED

2. A letter of authority, or power of attorney, in case the appeal is made by a person other than the actual owner of the property.

CHECK THAT ATTACHED IF APPLICABLE

3. Complete legal description of the premises (as stated on your deed, or tax bills available from Township).

CHECK THAT ATTACHED

4. A detailed description of the proposed use.

CHECK THAT ATTACHED

5. A site plan, meeting all the requirements of a preliminary site plan as set forth in Article 54 of the Lodi Township Zoning Ordinance.

CHECK THAT ATTACHED

**I hereby depose** and say that all the above statements and statements contained in the documents and papers submitted herewith are true and correct.

**Upon receipt of this signed application, access to subject property is hereby granted to Lodi Township and/or their agents.**

Signature of Applicant: \_\_\_\_\_

Sworn to before me this: \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Signature: \_\_\_\_\_

My commission expires: \_\_\_\_\_  
(Acting in the County of Washtenaw, Michigan)

Signature of Owner (if other than applicant): \_\_\_\_\_

**NOTICE TO APPLICANT:** You are hereby advised to refer to the Lodi Township Zoning Ordinance for a description of your property's zoning classification, as well as Article 50 (Special Uses) and Article 54 (Site Plan Review); and any other sections of the Ordinance which may be applicable.

To Be Filled in By Township Clerk (Or Designated Township Officer/Personnel)

I hereby state that this petition was property received and filed on \_\_\_\_\_(date)

Signature of Clerk (or designee) \_\_\_\_\_

## **NOTICE TO SPECIAL USE PERMIT APPLICANTS**

### **SECTION 43.00 SPECIAL USES**

Application for any special use permit permissible under the provisions of the Lodi Township Zoning Ordinance shall be made to the Lodi Township Board by letter of application submitting required data, exhibits and information and depositing the required fee. Such application shall be accompanied by a fee established by the Township Board, except that no fee shall be required of any governmental body or agency. No part of such fee shall be returnable to the applicant after depositing the required fee with the Township Clerk.

### **SECTION 43.03 A - INFORMATION REQUIRED**

An application for a special use permit shall contain the applicant's name and address in full; a statement that the applicant is the owner involved or is acting on the owner's behalf; the address of the property involved; accurate survey drawing of said property showing the existing and proposed location of all buildings and structures thereon, the types thereof, and their uses; and a statement and supporting data, exhibits, information and evidence regarding the required findings set forth in this Ordinance. Section 43.03A.

An applicant for a Special Use Permit is hereby advised to refer to the Lodi Township Zoning Ordinance regarding the procedures and necessary information required for a Special Use Application. Applicable information in Articles 43.00 (Special Uses) and Article 44.02 (Site Plan Review) must be reviewed in their entirety.

### **SECTION 43.07 RE-APPLICATION**

An application for a Special Use Permit which has been denied wholly or in part by the Township Board shall not be resubmitted for a period of three hundred sixty-five (365) days from the date of denial, except on grounds of new evidence or proof of changed conditions found by the Township Board to be valid.

# LODI TOWNSHIP

3755 Pleasant Lake Road  
Ann Arbor, MICHIGAN 48103

## NOTICE TO ALL PETITIONERS AND APPLICANTS

### **FILING APPLICATIONS OR PETITIONS**

You must call and schedule an appointment with the Township Clerk in order to file a petition or application. This includes special use petitions, rezoning petitions, site plan review application, etc. Applications or petitions can not be filed or accepted without an appointment.

### **AGENDA DEADLINES (PLANNING COMMISSION ONLY)**

Agenda deadlines are 12:00 noon on Monday four (4) weeks prior to the meeting date. In order to be eligible for inclusion on the agenda, you must file prior to the deadline. Filing prior to the deadline does not necessarily ensure placement on the agenda if the agenda is lengthy.

### **COMPLETENESS OF APPLICATION**

You are hereby advised that it is your responsibility as a petitioner to review all applicable sections of the Lodi Township Zoning Ordinance and the Land Use Development Plan. It is also the responsibility of the petitioner to supply all information required by the applicable Ordinance sections.

Your comprehensive understanding of the Ordinance and the Land Use Development Plan, and your submission of all required information, will help expedite review of your application or petition.

The Planning Commission or Zoning Board of Appeals can not take action on incomplete submission.

### **APPLICATION FEES**

Processing and review fees must be paid when you file your petition, application or appeal. Fees are applied to the Township's costs for publication of legal notices, professional reviews, etc., and are non-refundable. The Lodi Township Fee Schedule lists the base fees required for each application/petition. Petitions and applications that require professional reviews in excess of the number of base hours provided for in the base fee shall be billed for additional hours as outlined in the Fee Schedule.

### **SITE VISITS**

Filing a petition or application gives implied consent for Township Officials and/or consultants to visit the subject site.

### **PETITIONER'S ACKNOWLEDGEMENT**

*I hereby acknowledge that I have read the above, and that I have been given a copy of this notice and a copy of the appropriate fee schedule.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

3.18.2019

3.18.2019