

**LEE TOWNSHIP
SPECIAL USE PERMIT APPLICATION PACKET**

Note: The Lee Township Planning Commission recommends that applicants attend a regular monthly Planning Commission meeting or contact a Planning Commissioner prior to submitting their Special Use Permit Application. This would provide answers to your questions, application requirements and procedures. Also to determine if you have permission by right or require a Special Use Permit.

A SPECIAL USE PERMIT APPLICATION MUST INCLUDE:

Ten copies of a scaled drawing of the site and proposed development, showing the scale used (for example 1" = 50'), and indicating where North is on the drawing. The drawing must also show the following.

- Property lines.
- Relationship of abutting properties, including distance to buildings on adjacent lots.
- Location of drives and parking areas.
- Location of drains, septic systems, water supply and any other facilities on-site.
- Landscaping, fences, and screening.
- Name and address of person responsible for the preparation of the site drawing.
- Complete and accurate dimensions pertaining to the above.

An application will not be processed if no drawing is submitted, if the drawing is not complete or the fee hasn't been paid.

Chapter 7: Special Use Permits may be required for the following Uses:

Bed and Breakfast, Cottage Industry, High Intensity Uses (Sawmill, Lumbering, Waste Treatment/Disposal), Home Occupations, Institutions (e.g., Religious, Cultural, Retreats, Educational), Institutions (e.g., Incarceration, Substance Abuse, Homeless Shelters), Intensive Livestock Operations, Kennels, Veterinary Hospitals and Clinics, Medical Hardship Housing Opportunity, Mining, Earth Removal, Quarrying, Gravel Processing, Outdoor Assembly, Temporary Outdoor uses, Temporary Building and Structures, Outdoor Recreation, Campground, RV Park, Sexually Oriented Business, Adult Media Stores, Wind Energy, and Wireless Communications Facilities.

SPECIAL USE PERMIT FEE:

- **\$100.00** If you incorporate your Public Hearing within a Planning Commission regular monthly meeting. A Planning Commissioner can direct you to the correct person for scheduling.
- **\$500.00** If you wish to have a Public Hearing at a date separate from a regular Planning Commission meeting.

Please contact any Planning Commission member for further questions.

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SPECIAL USE PERMIT APPLICATION**

Fill out completely and return to Lee Township Clerk
1485 W. Olson Rd. Midland, MI 48640
(989) 832-2874

DATE _____

FEE: \$100.00 OR \$500.00 (Circle one) Check # _____

LIST THE SPECIAL USE REQUESTED: _____
Home Occupation, Medical Hardship Housing Opportunity, Kennels, Bed and Breakfast are a few examples.
See Chapter 7, Sections 7.3-7.18 of the Lee Township Zoning Ordinance (www.leetownship.org).

APPLICANT _____ PHONE _____

ADDRESS OF APPLICANT _____

ADDRESS/LOCATION OF PROPERTY _____

PARCEL ID# _____

LEGAL DESCRIPTION OF SITE _____

PRESENT ZONING CLASSIFICATION _____
(Application must include petition for rezoning if a change is required.)

GENERAL DESCRIPTION OF PROPOSED DEVELOPMENT _____

OWNERS NAME IF DIFFERENT THAN APPLICANT _____

ADDRESS _____ PHONE _____

SIGNATURE OF APPLICANT _____