

Vergennes Township
PO Box 208
Lowell MI 49331
Phone: 897-5671 Fax: 897-5674

**Zoning Compliance Permit Application for Home Occupation
Conducted Within a Dwelling; Home Occupation With an Accessory
Building; Home Based Business; or Rental Storage**

FEE: \$25.00

Applicant Name and Phone Number: _____

Applicant Address: _____

Property Owner (if different than Applicant): _____

Property Owner Address (if different than Applicant): _____

Type of Zoning Compliance Permit Requested (check box)

- _____ Home occupation conducted within a dwelling
- _____ Home occupation with an accessory building
- _____ Home based business
- _____ Rental storage

Permanent Parcel No. 41-16- _____ Zoning District: _____

Number of Acres: _____ Business Name (if any) _____

Description of business activity: _____

Describe any type of equipment proposed to be used for business: _____

Number of Residents working at the business _____

Number of other Employees _____

Business Hours _____

How many customers per day are expected to come to the business home area? _____

Total square footage of home _____

Square footage of home used for business use _____

Total square footage of accessory building (if used) _____

Square footage of accessory building used for the business (if used) _____

If located in a plat, site condo or other residential development, does the master deed or covenants/deed restrictions allow business use?

Yes ____ No ____

If Yes, has Home Owners Association approved business use? Yes ____ No ____

If Rental Storage, what type of items are proposed to be stored _____

Signage: If planning a sign, show on the site plan the proposed sign location on the property. Include a sketch of the proposed sign and it's height and size (see ordinance specifications).

Note: Depending on type of proposed business use, commercial construction codes or handicap requirements may apply. The Building Inspector should be consulted for information on any applicable requirements. Property taxes may be affected; the Assessor should be consulted.

Building Inspector consultation done? Yes ____ No ____

Assessor consultation done? Yes ____ No ____

The applicant and property owner (if applicable) agree to abide by all ordinances, terms and conditions imposed by the Township relating to this application and, in addition, the applicant and property owner (if applicable) agree to pay all fees and charges imposed by the Township relating to this application.

Date: _____

Applicant

Date: _____

Applicant

Date: _____

Property Owner

Date: _____

Property Owner

Site Plan

Draw on the area below (or a separate piece of paper) a site plan depicting the existing and proposed buildings on the property and their dimensions. Show where a proposed sign would be placed. Indicate the areas that are used for the business, parking and the type (fencing, berms, landscaping) of any required screened areas. Also draw a floor plan showing dimensions of house and accessory building business use.

A large, empty rectangular box with a thin black border, intended for the user to draw a site plan. The box occupies most of the page below the instructions.

Administrative Use:

Application Received Date: _____
Fee paid (check box): Yes ___ No ___ Amount _____

Decision

The permit application for (check box):

- ___ Home occupation conducted within a dwelling
- ___ Home occupation with an accessory building
- ___ Home based business
- ___ Rental storage

is hereby (check box)

___ **granted** with the following conditions and requirements:

1. That all the terms, conditions and requirements of the Township ordinances, including those provisions relating to the following (check box) are met by the applicant and property owner (if applicable):

- ___ Home occupation conducted within a dwelling
- ___ Home occupation with an accessory building
- ___ Home based business
- ___ Rental storage

2. That the following additional conditions and requirements are met and adhered to by the applicant or property owner (if applicable):

___ **denied** for the following reason(s):

Vergennes Township

Date: _____

By: Zoning Administrator