



# COE TOWNSHIP ZONING PERMIT APPLICATION

309 W. Wright Ave.  
Shepherd, MI 48883

Applications Accepted and processed by  
Isabella County Community Development Department  
(989) 772-0911 EXT. 283 FAX (989) 775-6681

ZONING APPLICATIONS WILL **NOT** BE ACCEPTED UNLESS ALL THE FOLLOWING ARE PROVIDED AT THE TIME OF APPLICATION:

1. **CORRECT PROPERTY TAX ID#:**  
\*If property has been split within the past 12 months, a copy of the split record may be required from the Township Supervisor or Assessor. If property was purchased within the past 12 months, a copy of the new deed may be required.
2. **CORRECT LEGAL DESCRIPTION OF THE PROPERTY.**
3. **COMPLETED PLOT PLAN, SIGNED & DATED.**  
(See page 3 of this application)
4. **ADDRESS OF PROPERTY:**  
\*If no address has been assigned, an application for new address must be submitted with the zoning permit application. Applications are available in the Isabella County Community Development Department.
5. **SEPTIC APPROVAL** (when applicable):  
Contact the Central Michigan District Health Department (989) 773-5921.  
Septic permit or Existing System Evaluation is needed if:
  - New dwelling.
  - When the dwelling is being replaced by a different dwelling.
  - When the addition is a bedroom in any district.
  - Remodeling that would encroach any of the required setbacks to home.
6. **SOIL EROSION EVALUATION** (when applicable):  
Contact the Isabella County Drain Office (989) 772-0911 ext. 247  
Soil Erosion Permit is needed if:
  - If you are building within 500 ft. of any body of water (lake, stream, creek, river, pond, or county drain).
  - If you are disturbing more than one acre of land.
7. **APPENDIX A**      If building is an agricultural building.
8. **PROPERTY OWNERS SIGNATURE.**  
Property Owner signature is required on **ALL** pages of application. A form or letter signed by the property owner granting the applicant permission to obtain permits is also acceptable.
9. **DISPLAY BOARD**  
A board must be placed at the entrance of the property for displaying your permit.
10. **PERMIT FEE**      \$35.00

# Coe Township

## Application for Zoning Permit

\* OFFICE USE ONLY\*

Permit No.: \_\_\_\_\_

Date: \_\_\_\_\_

Check No.: \_\_\_\_\_

Receipt No.: \_\_\_\_\_

I/We do hereby make application for a zoning permit in accordance with the Coe Township Zoning Ordinance (effective October 26, 2008) and as amended pursuant to the provisions of Act 110 of the Public Acts of 2006 as amended.

### **PROPERTY OWNER**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **APPLICANT** (If different from Property Owner):

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **PROPERTY LOCATION:**

Property Tax ID #: \_\_\_\_\_

Township: \_\_\_\_\_ Section: \_\_\_\_\_

Project Address (required): \_\_\_\_\_

Legal Description of property (attach separate sheet if necessary): \_\_\_\_\_

\_\_\_\_\_

Directions to property: \_\_\_\_\_

\_\_\_\_\_

One (1) copy of the site plan is attached, in ink or prints of same, showing the actual shape and dimensions of the lot to be built upon, the exact location, size, and height of the building and accessory buildings existing, and the lines which the building or structure is to be erected or altered. The existing and intended use of each building or part of a building, the number of families or housekeeping units the building is designed to accommodate and such other information with regard to the lot and neighboring lots that may be necessary to determine and provide for the enforcement of this ordinance shall be furnished. **THE LOT AND LOCATION OF THE BUILDING THEREON MAY BE REQUIRED TO BE STAKED OUT ON THE GROUND AND INSPECTED BY THE ZONING ADMINISTRATOR BEFORE CONSTRUCTION IS STARTED.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date



**PLOT PLAN**

**The following must be shown on the drawing or the application will not be accepted.**

- |  |   |
|--|---|
| 1. North arrow   | 6. Distance from the front property line, as measured from the edge of the road right of way, to all existing & proposed building |
| 2. All property lines with dimensions  | 7. Distance from proposed construction to existing building on site.  |
| 3. Proposed streets, walks and driveways   | 8. Height of all proposed buildings.  |
| 4. All existing & proposed building sizes  |   |
| 5. Distance from side and rear property lines to all existing and proposed buildings |   |

REAR LOT LINE

REAR LOT LINE

Side

Side

FRONT LOT LINE & STREET RIGHT OF WAY LINE

Applicant's Signature	Date	Property Owner's Signature	Date
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**\*OFFICE USE ONLY - PLEASE DO NOT WRITE BELOW THIS LINE\***

Zoning District _____	Lot size _____	Use _____	
Setbacks: Front _____	Rear _____	Side _____	Side _____
Building size _____	Height _____		
Accessory building size _____	Height _____		
Soil Erosion Permit _____	Health Dept. Approval _____	Flood Plain _____	

ZONING PERMIT:     Approved                       Denied                       Not required

NOTES: \_\_\_\_\_

\_\_\_\_\_  
Coe Township Zoning Administrator

\_\_\_\_\_  
Date

**APPENDIX A**  
(Agriculture Buildings)

1. Type of farm: \_\_\_\_\_

2. If the farm is a livestock operation, how many existing and proposed animals are on the farm?

<u>Number of animals:</u>	<u>Existing</u>	<u>Proposed</u>
Slaughter or feeder cattle	_____	_____
Mature dairy cattle	_____	_____
Swine	_____	_____
Horses	_____	_____
Sheep or lambs	_____	_____
Turkeys	_____	_____
Laying hens or broilers	_____	_____
Ducks	_____	_____

3. If the farm is a livestock operation, where is livestock waste being stored?  
(Please indicate on plot plan also ) \_\_\_\_\_

4. What exactly is the Agriculture building being used for? \_\_\_\_\_  
\_\_\_\_\_

5. Size of proposed Agriculture building(s): \_\_\_\_\_

6. List all existing buildings and their uses: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. How large in contiguous acres is the farm? \_\_\_\_\_

8. Was the gross annual income from agricultural use greater than \$2000.00? \_\_\_\_\_

9. Are you within 500 feet of a body of water (i.e. lake, stream, county drain) or are you disturbing more than one acre of ground? \_\_\_\_\_  
If yes, contact the Isabella County Drain Office for a soil erosion permit.

I hereby certify that the information submitted for these questions is accurate to the best of my knowledge.

\_\_\_\_\_  
Signature of owner

\_\_\_\_\_  
Date