



Application No: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Hearing Date: \_\_\_\_\_  
 Review Fee: \_\_\_\_\_

## CHARTER TOWNSHIP OF FENTON SPECIAL USE PERMIT APPLICATION

***Applicant Information***

Name:		Date:
Address:		Phone:
City:	State:	ZIP:

***Property Owner (if different from applicant-if more than 1, list on separate sheet)***

Name:		Date:
Address:		Phone:
City:	State:	ZIP:

***Property for which Special Use Permit is Requested***

Street Address:	
Location:	
Parcel ID #:	Zoning District:

***Brief Description of Special Use Requested (attach detailed description of your intent to use the property)***


I hereby affirm that the above information is correct to the best of my knowledge and grant permission for Township Officials and/or Township Staff to conduct on-site inspection.

\_\_\_\_\_  
 Signature of Property Owner

\_\_\_\_\_  
 Print Name

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

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Date

3/31/2002

**----- FENTON TOWNSHIP OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE -----**

\_\_\_\_\_  
 Date notice of Planning Commission meeting published  
 \_\_\_\_\_  
 Date notice of Planning Commission meeting was mailed to property owners within 300'

Copies of Site Plan sent for review:

Date: Sent to Fire Department

Comments: \_\_\_\_\_

**Planning Commission Decision: Special Use Permit**

Approved  
 Approved with Conditions

Date of Hearing \_\_\_\_\_ Time  
 Denied  
 Other: \_\_\_\_\_

Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Planning Commission Decision Preliminary Site Plan**

Approved  
 Approved with Conditions

Date of Hearing \_\_\_\_\_ Time  
 Denied  
 Other: \_\_\_\_\_

**Planning Commission Decision Final Review**

Approved  
 Approved with Conditions

Date of Hearing \_\_\_\_\_ Time  
 Denied  
 Other: \_\_\_\_\_

**Regular Planning Commission Meetings**  
are held at 7:00 p.m. the 2<sup>nd</sup> Thursday of every month  
in the meeting room of the  
Fenton Township Civic Community Center  
12060 Mantawauka  
Fenton, MI 48430  
810 629-1537

The deadline for filing applications is the 2<sup>nd</sup> Thursday of the month prior to the regularly scheduled meeting. This is to allow enough time to meet requirements for public notice.

HEARING WILL NOT BE SCHEDULED UNLESS ALL INFORMATION IS  
SUBMITTED AND FEE PAID BY THIS DEADLINE

**Property must be staked with 2 X 4 – 4 ft. high stakes at the corners on the road  
Proposed construction must also be staked (if applicable)**

**PLANNING COMMISSION WILL NOT ACT ON PROPERTY NOT STAKED**

The applicant must submit the following:

1. Completed application form (reverse side of this sheet)
2. Letter of intent
3. Proof of ownership - DEED
4. Site plan application and all related information
5. Fee (\$400.00 – not refundable)

Property owner must attend all Township meetings or be represented by a person with **notarized** letter of representation to act on behalf of owner.