

Frederic Township Zoning Dept.

P.O. Box 78  
Frederic, MI 49733.  
(989) 348-8840 Ext. 3  
(989) 348-7365 Fax

**FREDERIC TOWNSHIP APPLICATION FOR SPECIAL USE PERMIT**

Case # \_\_\_\_\_ Date Filed \_\_\_\_\_ Fee Paid \_\_\_\_\_ Public Hearing Date \_\_\_\_\_

Date Published \_\_\_\_\_

**PROPERTY CODE:** \_\_\_\_\_

**APPLICANT**

Name \_\_\_\_\_

Address \_\_\_\_\_

City, St., Zip \_\_\_\_\_

Telephone (daytime) \_\_\_\_\_

**OWNER OF RECORD** (if different than applicant)

Name \_\_\_\_\_

Address \_\_\_\_\_

City, St., Zip \_\_\_\_\_

**STATUS OF APPLICANT:** Owner \_\_\_\_\_ Agent\* \_\_\_\_\_ Prospective Owner \*\* \_\_\_\_\_

\* Notarized permission to act as agent **MUST** accompany application.

\*\* Offer to purchase **MUST** accompany application.

**I hereby make application for the following Special Use request, and grant permission for members of the Frederic Township Zoning Board of Appeals and the Zoning Administrator to make on-site inspection of my property during daylight hours only. Permission terminates when Special Use is approved or denied.**

**Applicant's signature** \_\_\_\_\_

**REQUESTED ACTION:** (Reason for application for variance) **ON SEPRATE SHEET OF PAPER MUST CLEARLY STATE WHICH SECTION OF FREDERIC TOWNSHIP ZONING ORDINANCE APPLIES. (See attached). WRITE OUT CLEARLY WHAT YOU ARE REQUESTING.**

Property Address \_\_\_\_\_ Location of Property: T \_\_\_\_\_ N, R \_\_\_\_\_ W, SEC. \_\_\_\_\_

Parcel Size: Acres \_\_\_\_\_ or Lot Size \_\_\_\_\_

Current Zoning of Property \_\_\_\_\_ Ordinance Sec. \_\_\_\_\_ Page \_\_\_\_\_

**DETAILED DIRECTIONS TO SITE:**

**SITE PLANS REQUIRED (SEE ATTACHED)**

**ATTACH ANY OTHER DATA AVAILABLE.**

**COMMERCIAL REQUESTS:** Must show impact on traffic and public safety with proper replies from agencies involved.  
(All agencies must be notified: Fire, Police, etc.)

## **FREDERIC TOWNSHIP**

### **Information to be included with an application for site plan review**

The Applicant shall submit seven (7) copies of the following site plan drawings and data to the Zoning Administrator.

- I. A site plan drawing and other data meeting the following requirements:
  - A. All site plans shall be drawn at a scale depicting no more than one hundred (100) feet per inch and shall include plan preparation and revision dates, a graphical scale, north arrow, and a location map. The location map shall depict the proposed development site, section lines and numbers, and major roadways within two thousand (2,000) feet of the site.
  - B. A survey of the property showing property line dimensions and bearings, and easements of record, required setbacks, and a written legal description.
  - C. Present zoning of the subject property and adjacent property.
  - D. All existing or proposed public and private right-of-way and easement lines located on and adjacent to the subject property.
  - E. Location and total number of curb cuts, driveways, off-street parking, and loading spaces.
  - F. Proposed exterior building dimensions (horizontal and vertical), gross floor area, number of floors, and proposed uses.
  - G. Location and dimensions of all existing and proposed structures, walks, open areas, walls, fences, screen plantings and/or other landscaping.
  - H. Existing and proposed sewer, water, and other utility lines, plus location and type of sewage treatment facility and water sources.
  - I. Area of subject property to be covered by buildings.
  - J. Location, size, height and orientation of all signs, trash receptacles, light fixtures, and any other accessory structures and uses.
  - K. Location and dimension of exterior drains, dry wells, catch basins, retention and/or detention areas, sumps, and other facilities designed to

collect, store or transport storm water or wastewater as well as point of discharge.

L. Site plans for residential projects, (single-family dwellings, multiple-family developments, mobile home parks, motels, hotels, Bed & Breakfast etc.) shall include the following additional information:

1. Minimum floor area of dwelling
2. Total number of units proposed
3. Number of bedrooms per unit
4. Areas to be used for open spaces and recreation

M. General locations of natural features such as woodlots, water bodies, wetlands, high-risk erosion areas, slopes fifteen (15%) percent and over, beach, sand dunes, drainage, and similar features.

N. Such other information regarding the development area that may be required to determine conformance with this Ordinance.

II. Answers to the following questions. (NOTE: You must provide specific reasons to support your answers. Please attach additional sheets, if necessary, to provide detailed answers.)

A. Please describe how the proposed development depicted on the site plan conforms to the applicable provisions of the zoning ordinance (including all use and dimensional standards, parking requirements, setbacks, etc.).

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B. Please describe how the buildings, parking areas, signs, walls, fences, and the like depicted on the site plan are designed to minimize adverse effects on adjacent properties and future users.

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- C. Please describe how the proposed development depicted on the site plan is designed to retain as many natural features on the site as possible, particularly where such features provide a buffer between adjoining properties or assist in preserving the general appearance of the neighborhood or help control soil erosion or storm water runoff.

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- D. Please describe how the proposed development depicted on the site plan conforms to the driveway and traffic standards of the Crawford County Road Commission. In addition, please describe how the proposed development depicted on the site plan is designed to protect the safety and convenience of pedestrian and vehicular traffic.

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- E. Please describe how the proposed development depicted on the site plan conforms to any applicable fire safety and emergency vehicle access requirements.

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- F. Please describe how the proposed development depicted on the site plan conforms to the standards of the Crawford County Soil Erosion and Sedimentation Control Ordinance.

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- G. Please describe the reasonable precautions that will be taken to prevent hazardous materials used in connection with the proposed development depicted on the site plan from entering the environment.

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- H. Please describe how the proposed development depicted on the site plan conforms to the requirements of the Michigan Department of Public Health and the Crawford County Community Health Agency. In addition, please describe how the proposed development depicted on the site plan is designed to protect current or future township residents from obnoxious, objectionable, a nuisance or dangerous off-site impacts including, but not limited to, heat, glare, fumes, dust, noise, vibration, and odors.

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- I. Please describe how the proposed development depicted on the site plan conforms to all applicable state and federal statutes.

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- J. Please describe how the proposed development depicted on the site plan conforms to the land use policies, goals and objectives of the township master plan.

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## ARTICLE VI: USES SUBJECT TO SPECIAL USE PERMIT

### Section 6.01 – General Requirements

Uses requiring special use permit shall be subject to the general provisions and supplemental site development standards of this Ordinance, the provisions of the zoning district where located in addition to applicable provisions of this Article to prevent conflict with or impairment of the other uses or uses permitted by right of the district. Each use shall be considered an individual case.

### Section 6.02 – Uses Subject to Special Use Permit

1. Applications:

Application shall be submitted through the office of the Zoning Administrator, to the Planning Commission, on a special form provided for that purpose, and shall include the following:

- A. Site plan prepared under the requirements of **Section 5.03 – Site Plan Review (All Districts) - Site Plan Data Required.**
- B. Name and address of applicant and owner of the premises.
- C. Description of proposed use, including parking facilities, if required, and any exceptional traffic situation the use may occasion.
- D. A statement by applicant appraising the effect on the neighborhood.
- E. The application shall be accompanied by the fee established by the Township Board of Trustees.

2. Public Hearings:

A public hearing shall be held for all special use permit requests. Notice of the special use permit request and public hearing as required by the Michigan Zoning Enabling Act, Act 110 of the Public Acts of 2006 shall be provided. The notice shall be given not less than 15 days before the date the application will be considered. The notice shall describe the nature of the special use permit request, indicate the subject property, state when and where the special use permit request will be considered, and when and where the written comments will be received concerning the request. Notices shall be provided as follows:

- A. One notice shall be published in a newspaper which circulates generally in the Township.
- B. Notice shall be sent by mail or personal delivery to the owners of the subject property.
- C. Notice shall be sent by mail or personal delivery the owners of property within 300 feet of the boundary of the subject property.
- D. Notice shall be sent by mail or personal delivery to all the occupants of structures within 300 feet of the boundary of the subject property. If a structure contains more than one dwelling unit or spatial area, 1 occupant of each dwelling unit or spatial area shall receive notice. In the case of a structure containing more than 4 dwelling

units or other distinct spatial areas, notice may be given to the manager or owner of the structure who shall be requested to post the notice at the primary entrance to the structure.

3. Standards for granting Special use permit:

The Planning Commission shall approve, or approve with conditions an application for a special land use permit only upon finding that the proposed special land use complies with all the following standards:

A. Allowed Special Land Use

The property subject to the application is located in a zoning district in which the proposed special land use is allowed.

B. Compatibility with Adjacent Land Uses

- 1) The proposed use subject to a special use permit shall be designed, constructed, operated and maintained so as not to diminish the opportunity for surrounding properties to be used and developed as zoned.
- 2) The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on other conforming properties in the areas by reason of traffic, noise, smoke, fumes glare, odors, or the accumulation of scrap material that can be seen from any public road or seen from any adjacent land owned by another person.

C. Public Services

- 1) The proposed special land use will not place demands on fire, police, or other public resources in excess of current capacity.
- 2) The proposed special land uses will be adequately served by public or private streets, water and sewer facilities, and refuse collection and disposal services.

D. Economic Well-Being of the Community

The proposed special land use shall not be detrimental to the economic well-being of the surrounding residents, businesses, landowners, and the community as a whole.

E. Compatibility with Natural Environment

The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on the natural resources of the township or the natural environment as a whole.

F. Compliance with Specific Standards

The proposed special land use complies with all applicable specific standards required under this Ordinance.

4. Amendment of Approved Special Use Permits:

Amendment of an approved special use permit shall be permitted only under the following circumstances:

- A. The owner of property for which a special use permit has been approved shall notify the zoning administrator of any desired change to the approved special use. Minor

changes may be approved by the zoning administrator upon determining that the proposed revision(s) will not alter the basic design and character of the special land use, nor any specified conditions imposed as part of the original approval. Minor changes shall include the following:

- 1) Reduction of the size of any building and/or sign.
- 2) Movement of buildings and/or signs by no more the ten (10) feet.
- 3) Landscaping approved in the special use that is replaced by similar landscaping to an equal or greater extent.
- 4) Changes in floor plans that do not exceed five (5%) percent of the total floor area and which do not alter the character of the use or increase the amount of required parking.
- 5) Internal re-arrangement of a parking lot which does not affect the number of parking spaces or alter access locations or design.
- 6) Changes related to item 1) through 5) above, required or requested by Frederic Township, Crawford County, or other state or federal regulatory agencies in order to conform with other laws or regulations; provided the extent of such changes does not alter the basic design and character of the special land use, nor any specified conditions imposed as part of the original approval.
- 7) All amendments to a special land use approved by the zoning administrator shall be in writing. After approval by the zoning administrator, the Applicant shall prepare a revised site plan showing the approved amendment. The revised site plan shall contain a list of all approved amendments and a place for the zoning administrator to sign and date all approved amendments.

- B. An amendment to an approved special use permit that cannot be processed by the zoning administrator under subsection (A) above shall be processed in the same manner as the original special land use application.

5. Inspection:

The Zoning Administrator shall have the right to inspect any special use permit use, to ensure continued compliance with the conditions of the special use permit.