



Applicant Information:			
Applicant:			
Mailing Address:	City:	State:	Zip:
Interest in Property (owner, tenant, option...):			
Contact Person & Title:			
Phone Number:	Email:		

Property Information:			
Property Address:			Zoning District:
Parcel Number (Please also attach the Legal Description):		Parcel Size:	
Owner Name (If different than Applicant):			
Owner Mailing Address:	City:	State:	Zip:

Architect, Surveyor, or Engineer Responsible for Site Plan Preparation (if applicable):			
Name:		Firm:	
Mailing Address:	City:	State:	Zip:
Phone Number:	Email:		

Applicant Certification:	
<p>By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the undersigned represents that he/she is authorized and does hereby grant a right to entry to officials from the Village of Lake Isabella for the purpose of gathering information related to this application and verify compliance with the terms and conditions which may be imposed if approved.</p>	
Signature: _____	Date: _____
Printed Name & Title: _____	

Owner Authorization:
<p>If the Applicant is anyone other than the property owner, the owner does hereby grant permission for the Applicant to act on his/her behalf. (This may also be submitted by a separate signed letter)</p>
Signature: _____ Date: _____

Project Description:

Please use this section, or attach additional pages, to describe the use or uses being proposed.

General Conditions:

The following questions need to be answered in a submitted narrative (use letterhead if possible) to establish compliance with the general requirements for all the Special Land Use Permits:

1. Is the proposed special land use and development in general agreement with the adopted Master Plan?
2. Will the proposed special land use have density or use characteristics that are detrimental to adjacent properties and land uses?
3. Will the proposed special land use involve uses, activities, materials, or equipment which could be detrimental to the health, safety, or welfare of persons or property due to traffic, noise, smoke, odor, fumes or glare?
4. Will the proposed special land use produce noise, fumes, smoke, odor, or steam which are not contained within the structure where the source originates from?
5. Will the proposed special land use be adequately served by existing essential public facilities and services which shall not place demands on public services and facilities above current capacity? Or it shall be demonstrated that the person responsible for the proposed special use shall be able to continually provide adequate services and facilities deemed essential to the proposed special use under consideration.
6. Will the proposed special land use represent an improvement to the property under consideration and the surrounding area in general?
7. If applicable, does the proposed special use have appropriate and adequate trash removal and dumpster screening?
8. If applicable, does the septic permit granted by the Central Michigan District Health Department satisfy the proposed special land use?
9. Does the proposed special land use include the sale or consumption of alcoholic beverages on the property requiring a license from the State of Michigan?
10. Are there other entities that also need to review and approve your proposed project. This includes the Fire Department, Road Commission, Health Department, State of Michigan, or local law enforcement, if so, who? Also please attach copies of applicable permits from other jurisdictions.
11. If applicable, what are the requested hours of operation for the proposed special land use?
12. What type of equipment will be used onsite in conjunction with the proposed special land use?
13. What are the expected levels and types of vehicular traffic coming and going from the site due to the proposed special land use?
14. Are there any joint use agreements or easements which would be impacted or utilized by the proposed special land use? If so, please attach or describe.
15. Does the Zoning Ordinance place specific requirements on the proposed special land use? If yes please attach and address the additional requirements in either a narrative or on the required drawings?

**Applications for Garages across the street from the dwelling need to only complete items;
2, 3, 4, 5, 6, 8, 10, & 12.**

Application Materials:

- Application Fee
- Drawings & Illustrations (as applicable):
 - Existing Conditions
 - Floor Plan
 - Structure Elevations
 - Landscaping Plan
 - Sign Illustration
 - Lighting Plan
 - Survey
- Proof of Interest in Property (Title, Deed, Lease, Purchase Agreement, Option...)
- Copies of Pertinent Reports (Environmental Assessment, Market Study, Traffic Impact...)
- Copies of Required Permits (well, septic, soil erosion, Road Commission...)
- Stormwater Management Plan (if applicable)
- Site Plan Application (if applicable)
- Detached Garage Application (if applicable – Please refer to that application for required drawings)
- Deed Combination (if applicable)

Pre-Application Conference:

For projects requiring the submission of a Medium or Detailed Site Plan, a pre-application conference is required prior to submitting a completed Site Plan Application. The purpose of this meeting is for staff to assist with a preliminary review of the project and review any zoning requirements which may need to be addressed with the Applicant.

Pre-Application Conference Held On: _____

Notes: