

**LEE TOWNSHIP
SPECIAL USE PERMIT APPLICATION**

Fill out completely and return to the Lee Township Clerk

Date: _____ Fee: \$500.00 Paid: _____

APPLICANT _____ PHONE _____

ADDRESS _____

ADDRESS/LOCATION OF PROPERTY _____

LEGAL DESCRIPTION OF SITE _____

AREA OF SITE _____ PRESENT ZONING _____

GENERAL DESCRIPTION OF PROPOSED USE _____

SIGNATURE OF APPLICANT _____

To be completed by the Planning Commission:

Date received _____ Date of public hearing _____

Planning Commission Action: _____

Date: _____ BY _____

TITLE _____

A SPECIAL USE PERMIT APPLICATION MUST INCLUDE:

Seven copies of a scaled drawing of the site and proposed development, showing the scale used (for example 1" = 50'), and indicating where North is on the drawing. The drawing must also show the following.

1. Property lines.
2. Relationship of abutting properties, including distance to buildings on adjacent lots.
3. Location of existing structures. If any structures are proposed, those must also be shown.
4. Location of drives and parking areas.
5. Location of drains, septic systems, water supply, and any other facilities on-site.
6. Landscaping, fences, and screening
7. Name and address of person responsible for the preparation of the site drawing.
8. Complete and accurate dimensions pertaining to the above.

An application will not be processed if no drawing is submitted with it, if the drawing is not complete, or if the fee has not been paid.

If you have any questions, please contact the Planning Commission Chairperson or Planning Commission Secretary.