

Otsego County Land Use Services

Permit No.: _____

1322 Hayes Road
Gaylord, MI 49735
Phone 989-731-7400 * Fax 989-731-7419

APPLICATION FOR SIGN PERMIT ZONING ONLY

Date: _____

Tax Parcel Number: _____ - _____ - _____ - _____ - _____ Twp: _____ Sec _____ N _____, R _____ W

Property location: (REQUIRED)

Address: _____ City: _____ State: _____ Zip: _____

Property Owner :

Name: _____ Phone No. (____) - _____ - _____

Address: _____ City: _____ State: _____ Zip: _____

Contractor:

Name: _____ Phone No. (____) - _____ - _____

Address: _____ City: _____ State: _____ Zip: _____

Description of work to be done:

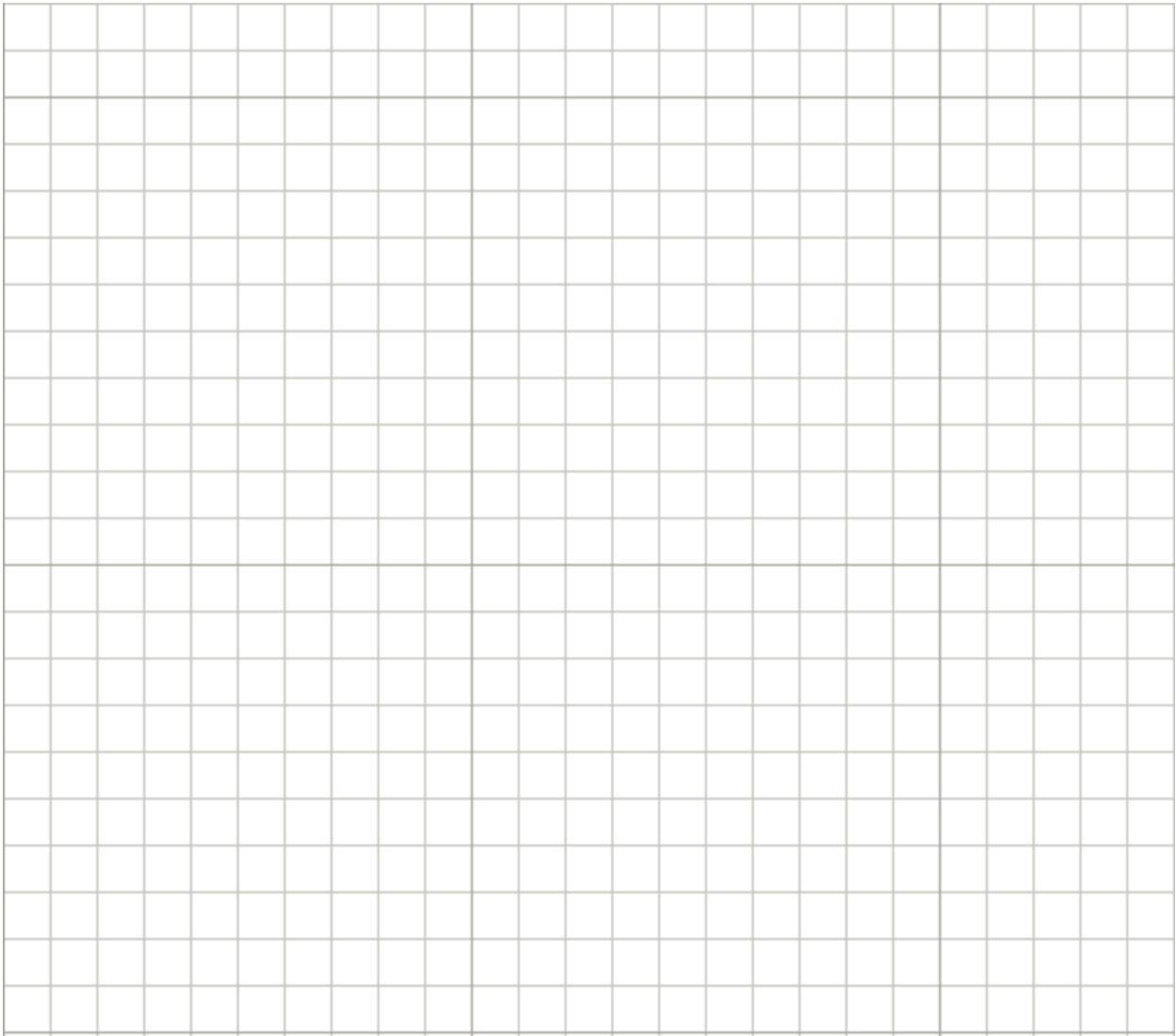
PLOT PLANS SHALL CONTAIN ALL OF THE FOLLOWING FOR SIGNS:

Plot Plan: Two (2) copies of an accurate, readable, scale drawing showing the following shall be required except in the case of minor alterations, repair, and demolitions as determined by the Zoning Administrator.

1. Name, address and telephone number of the applicant (and owner if different)
2. The location, shape, area and dimension of the lot, including setbacks and shoreland and natural river districts, if any
3. The location, dimensions and height of the existing and/or proposed structures to be erected, altered, or moved on the lot
4. Sign type: Wall or free standing
5. Sign lighting: Internal, external or none
6. Sign Size: Length, width and height
7. A vicinity sketch showing the location of the site in relation to the surrounding street system, and adjacent land uses within three hundred (300) feet in every direction including on the opposite side of any public street; also showing adjacent landowners
8. Existing public right-of-ways or easements
9. Refer to Article 21.38 of the Otsego County Zoning Ordinance
10. Any other information deemed necessary by the Zoning Administrator to determine and provide for the enforcement of this Ordinance

TURN SHEET OVER FOR DRAWING AREA AND SIGNATURE LINE

Plot plan drawing Area:



Applicant signature: _____ Date: _____

This area to be completed by staff only



Zoning district: _____ Parcel size: _____ Use of proposed Structure: _____

Setback requirements: Front _____ Side _____ Side _____ Rear _____

Building size: Width _____ Length _____ Height _____ 1st floor _____ 2nd floor _____

Acc. Building size: Width _____ Length _____ Height _____ 1st floor _____ 2nd floor _____

Not required Approved Denied Soil Erosion Soil Erosion waiver

Notes: _____

Zoning permit No: _____

Soil Erosion permit No: _____

Zoning Administrator signature: _____ Date: _____