

COVERT TOWNSHIP

P.O. BOX 35

COVERT, MICHIGAN 49043

(269) 764-8986 • Fax (269) 764-1771

CLERK
DAYWI COOK

TREASURER
WEDNESDAY PRITCHARD

TRUSTEE
KENNETH L. HARRINGTON SR.

SUPERVISOR
DENNIS C. PALGEN SR.

TRUSTEE
LONZEY TAYLOR

PLANNING AND ZONING FEE SCHEDULE

EFFECTIVE: JULY 1, 2020

APPLICATION FEE \$175.00

Escrow Account Deposit

1. Master Plan Amendment.....	\$900.00	PL / TB
2 Zoning Ordinance Amendment (rezoning).....	\$1,900.00	PL / TB
3 Zoning Board of Appeals Action (Variance or Appeal).....	\$1,400.00	ZBA
4. Special Land Use (or conditional use)	\$400.00	PL / TB
5. Temporary Special Land Use Permit.....	\$650.00	PL / TB
6. Mineral Removal Permit.....	\$900.00	PL / TB
7. Sanitary Landfill Permit.....	\$900.00	PL / TB
8. Environmental Sensitive Land Use Permit Requiring an EIS	\$900.00	PL / TB
9. Zoning Compliance or Grading Permit (or Written Verification).....	\$150.00	ZBA
10. Planned Unit Development Approval.....	\$1,900.00	PL / TB
11 Site Plan Approval	\$900.00	PL / TB
12. Site Condominium or Subdivision Plat Approval	\$2,400.00	PL / TB
13. Private Road approval and permit		
Serving up to two parcels.....	\$400.00	PL / TB
Serving more than 2 parcels.....	\$400.00	PL / TB
14. Administrative Variances.....	\$400.00	
15. Annual Junk Yard License Renewal Fee.....	\$100.00	TB
16. Fruit/Vegetable Stand Permit.....	\$0.00	PL / TB

*** Continued on Reverse Side ***

ADMINISTRATIVE REVIEW EXPENSES, ECROW ACCOUNT

Each applicant will have an escrow account established by the Clerk and Treasurer of the Township for their application request. The expenses incurred by the Township from their Township Engineer, Planner, Legal Counsel Etc., necessary for the administration of the application request will be paid for out of this escrow account.

The Escrow account will be funded in an amount equal to the application fee minus a \$100.00 fee for the application request to appear on the Meeting Agenda.

Each month the Township shall charge the escrow account for the expenses incurred for the review and approval process as prescribed by Township ordinances. If the escrow account falls below a \$200.00 required minimum account balance, the Township shall notify the applicant who shall provide the Township with funds to return the account balance to the required minimum amount.

Failure to retain the proper escrow minimum account balance shall be sufficient justification for the Township to discontinue processing the application.

Prior to the issuance of a building permit or occupancy permit, all financial obligations incurred for the processing of the application shall be satisfied and the remaining balance of the escrow account returned to the applicant unless there is to be inspections or subsequent action required for the project by the Township.

The Township Board may assess any unpaid fees incurred as an assessment to the property subject to the application.

Motion by Rendell, seconded by Palgen. Roll call vote. Carried.
Resolution passed.

Approved and Adopted this November 13, 2007.

Dated: November 13, 2007
Dennis Palgen, Clerk

COVERT TOWNSHIP

**APPLICANT ACKNOWLEDGMENT, PERMISSION TO ENTER PROPERTY FOR INSPECTION
AND RECEIPT FOR ESCROW ACCOUNT DEPOSIT**

APPLICANT ACKNOWLEDGMENT

I _____, do hereby certify that I have read and understand the application submission requirements and the application fee and escrow requirements as set forth in the Covert Township Zoning Ordinance and Planning and Zoning Fee Schedule. I acknowledge that it is the applicant responsibility to reimburse the Township for expenses incurred in the processing of the application and maintenance of escrow account balance as required by the terms of the fee schedule. The Township Board may assess any unpaid fees incurred as an assessment to the property subject to the application

Applicant Signature: _____

Date: _____

PROPERTY OWNER ACKNOWLEDGMENT *(To be used in cases where the applicant is not the owner of the subject property)*

I _____, do hereby certify that I have read and understand the application submission requirements and the application fee and escrow requirements as set forth in the Covert Township Zoning Ordinance and Planning and Zoning Fee Schedule. I acknowledge that any unsatisfied claims of the Township for expenses incurred can, upon decision of the Township Board be charged again the property as allowed by law.

Property Owner Signature: _____

Date: _____

TEMPORARY RIGHT OF ACCESS GRANTED

I _____, the property owner of the matter before the Planning Commission or Zoning Board of Appeals grant to the Township the right for any member of the Township Planning Commission, Township Zoning Board of Appeals, Township Board or administrative staff the right of reasonable access solely for the purpose of inspecting the subject property relative to the matter requested in this application. Said temporary right of access shall expire on the date final action is taken by the appropriate Township body(ies).

Property Owner Signature: _____

Date: _____

RECEIPT FOR ESCROW FUNDS

Amount received: _____

By: _____

Date: _____