



5255 Alpine Ave., N.W.
Comstock Park, MI 49321

APPLICATION FOR FILL PERMIT

Ordinance No. 93-01

Identify the size of your project:

_____ 500 to 5,000 cubic yards requires Zoning Administrator Review

_____ 5,001 cubic yards or more requires Planning Commission Review

Site Address _____

Total Acres _____ Zoning Use _____ Parcel No. 41-09-_____

Property Owner Name _____

Owner's Address _____

Owner's Phone Number _____ E-Mail _____

Applicant's Name _____

Applicant's Address _____

Applicant's Phone Number _____ E-Mail _____

Composition of Proposed Fill _____

Number of Cubic Yards to Fill _____ Depth of Fill _____

Equipment to be used _____

Estimated Frequency of Vehicle Trips _____

Proposed Travel Route _____

Start & Completion Dates _____

Describe proof to be provided to the Township verifying # of yards dumped _____

Describe measure you will use to control noise, dust, vibration, traffic & soil erosion

What measure will you use to restrict access to any hazards created by the project

Describe any Public Facilities, Services or Traffic Control Devices necessary for project

The following attachments must be submitted with application for processing to continue (please check box to the right when attached):

Written authorization from Property Owner	
Property's legal description	
Site Plans: 2 copies if Zoning Administrator review or 12 copies if Planning Commission review	
Any additional permits issued by Kent County and/or Michigan Department of Environmental, Great Lakes & Energy, EGLE	

Please note that the site plan must include all information noted in Ordinance 93-1, Section 6, A, 10-11. (See the list on the attachment to this application for all information to be shown on the site plan.) A copy of Ordinance 93-1 may be obtained from the Township Building Planning and Zoning Department, or on the web at our home page: www.alpinetwp.org

FEES:

ZONING ADMINISTRATOR REVIEW	\$250.00
PLANNING COMMISSION REVIEW	\$1,000.00 fee, plus \$2,000.00 escrow

(An escrow fee is **required** for all projects requiring Planning Commission review.
An escrow fee **may be required** for projects requiring Zoning Administrator review, if consultants are necessary to assist in the review.)

When funds in the escrow account drop below \$ 500.00, an additional \$500.00 must be deposited before the applicant review process continues.

APPLICANT SIGNATURE & DATE	
PROPERTY OWNER SIGNATURE & DATE	
CONTRACTOR SIGNATURE & DATE (if contractor is neither owner or applicant)	

**ALPINE TOWNSHIP SITE PLAN CHECKLIST
FOR FILL ORDINANCE
ORDINANCE 93-1**

A plan submitted for review by the **TOWNSHIP ZONING ADMINISTRATOR** (for fill activities between 500 and 5,000 cubic yards of fill material) shall contain the following items as required by the Zoning Administrator: (please check item as it is provided):

CHECK	ITEM REQUIRED
	Date site plan was prepared.
	Existing drainage patterns on the site.
	North arrow.
	Lot dimensions.
	Natural features, such as significant vegetation, bodies of water, wetlands, and streams on the site, as well as within 500 feet of the site.
	Acreage.
	Dimensions of the area to be filled.
	Proposed phasing and method of stabilization for each phase.
	Location, size, and use of buildings, structures, and other improvements on the property, as well as those within 100 feet of the property.
	Locations of all roads bordering or on the property.
	Location of all utility lines on the property.
	Ingress and egress from the property.
	Locations of any easements on the property.

A site plan submitted for review by **THE TOWNSHIP PLANNING COMMISSION** (for fill activities involving over 5,000 cubic yards of fill material, shall contain all items noted above, and:

	Scale not to exceed 1" = 200'.
	Existing and proposed contours at four (4) foot intervals (minimum) on the site, and extending 100 feet beyond the boundaries of the site. Such contours shall be certified by a registered engineer, surveyor, or landscape architect.
	Ingress and egress from the site, and any driveways or roads within 125 feet of the driveway of the site.

Revised: 10-7-2019