

OFFICIAL USE ONLY:  
APPLICATION NO. \_\_\_\_\_  
PARCEL NUMBER (S) \_\_\_\_\_

FEE PAID \_\_\_\_\_  
RECEIVED BY \_\_\_\_\_  
DATE RECEIVED \_\_\_\_\_

**WILLIAMSTOWN TOWNSHIP  
APPLICATION FOR WETLAND BUFFER USE PERMIT**

NOTICE TO APPLICANT: This application must be accompanied by the data requirements specified in the Wetland Protection Ordinance (and elsewhere on this form); including 5 sets fully dimensioned folded site plans, 1 set of electronic plans in pdf format, and the required review fees. A decision on the proposed Wetland Buffer Area Use Permit shall be rendered within 45 days of receipt of a completed application for any activity not proposed in conjunction with an activity requiring site plan, special land use, plat approval or determines that the proposed activity within the wetland buffer area is of sufficient intensity that the wetland maybe be negatively impacted, in which case a full review and approval of the proposed Wetland Buffer Area Use Permit by the Planning Commission and Township Board shall be required. If the application is forwarded to the Planning Commission and Township Board, a decision shall be rendered within 90 days of receipt of a completed application. Regular meetings of the Planning Commission are held on the third Tuesday of each month, at 7:30 p.m., unless otherwise stated and posted, and regular meetings of the Township Board are held on the first Tuesday of the month, at 7:00 p.m., unless otherwise stated and posted. All meetings are held at the Williamstown Township Hall, 4990 North Zimmer Road, Williamston MI 48895. Phone number: (517) 655-3193. An application may be retired from the Planning Commission agenda, after notification of the applicant, if it has not appeared on at least one of three consecutive Planning Commission agendas.

**TO BE COMPLETED BY APPLICANT:**

I (We), the undersigned, do hereby respectfully request wetland buffer use review and provide the following information to assist the review:

NAME OF APPLICANT \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

INTEREST IN PROPERTY (if not owner) \_\_\_\_\_

**PROPERTY OWNERS (if different than applicant):**

NAME(S) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

**LOCATION OF PROPERTY:**

STREET ADDRESS: \_\_\_\_\_

SIDWELL (PROPERTY ID) #: \_\_\_\_\_

PROPERTY DESCRIPTION \_\_\_\_\_

PROPERTY SIZE: \_\_\_\_\_ ACRES, OR \_\_\_\_\_ SQUARE FEET

NOTE: If property is part of a recorded plat, provide lot number and subdivision name. If not part of a recorded plat (i.e., "acreage parcel"), provide metes and bounds description. Attach separate sheets if necessary.

**PLAN PREPARER INFORMATION:**

Name	Address	Telephone	Primary Responsibility
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FAILURE TO PROVIDE TRUE AND ACCURATE INFORMATION ON THIS APPLICATION SHALL CONSTITUTE SUFFICIENT GROUNDS TO DENY APPROVAL OF A SITE PLAN OR TO REVOKE ANY PERMITS GRANTED SUBSEQUENT TO SITE PLAN APPROVAL.

**APPLICANT'S ENDORSEMENT:**

*By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. The receipt of the application shall constitute permission from the owner for the Township or its consultant to conduct an on-site investigation.*

\_\_\_\_\_  
Signature of applicant(s) \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of owner(s) \_\_\_\_\_  
Date

IF JOINTLY OWNED, SIGNATURES OF ALL OWNERS (HUSBAND, WIFE, ETC.) ARE REQUIRED.

**PLEASE SUBMIT THE FOLLOWING ALONG WITH THIS APPLICATION TO:**

**WILLIAMSTOWN TOWNSHIP  
4990 ZIMMER RD  
WILLIAMSTON MI 48895**

- a. **A completed application** on the form supplied by the MDEQ only if wetland impacts are included, (copies of which may be obtained from the Township)
- b. **Wetland delineation** prepared by a qualified wetland expert, which shall include, at minimum, the following information: the wetland and wetland buffer. The boundaries of the wetland and buffer shall be flagged in the field to permit review by the Township Wetland Consultant
- c. **A plan** indicating the location and limits of proposed activities in the Wetland Buffer Area.
  - a. Site Location Map
  - b. Site size and property boundaries
  - c. Description of the activities within the buffer
  - d. Plan views and cross sections with excavation/fill quantities, etc.
  - e. Other specifics that may be associated with proposed activities (e.g. show all regulated activities within the buffer.
- d. **Review comments and /or approval** from County and State agencies, if needed.

CONSULTANT RECOMMENDATION \_\_\_\_\_ DATE \_\_\_\_\_

SUPERVISOR/DESIGNEE RECOMMENDATION \_\_\_\_\_ DATE \_\_\_\_\_

REFERRED TO PLANNING COMMISSION \_\_\_\_\_ DATE \_\_\_\_\_

PLANNING COMMISSION RECOMMENDATION \_\_\_\_\_ DATE \_\_\_\_\_

TOWNSHIP BOARD ACTION \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT NOTIFIED OF DECISION \_\_\_\_\_ DATE \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_