

**LONG LAKE TOWNSHIP
PRIVATE ROAD PERMIT APPLICATION**

A. GENERAL INFORMATION

1. Name of Applicant _____
Address _____
City, Zip _____
Telephone No. _____

2. Name(s) of Owner(s)____
Address _____
City, Zip _____
Telephone No. _____

3. Permanent Parcel Number(s) or Legal Description of Property:

4. Proposed land uses to be served by the private road: _____

5. Nature of land divisions to be served by the private road (check all that apply):

- Land Division per Section 108 of the Land Division Act
- Plat
- Site Condo

6. Number of Parcels to be served by the Private Road: _____

7. Existing Zoning District(s): _____

B. APPROVAL STANDARDS

8. Has the Grand Traverse County Road Commission refused jurisdiction of a public road substantially equivalent to the proposed private road?

- Yes, (attach documentation)
- No, (attach documentation)
- Not Applicable – Township use only

9. Would a public road constructed to required standards result in the loss or degradation of important natural features that may be preserved and protected through the use of a private road?

Yes, (attach inventory of features)

No

Not Applicable, Township use only

NOTE: Per item 3. Approval Standards, a & b, if the owner/applicant seeks a “private road” they will need to make a request to the Long Lake Township Board, in writing, based on the criteria of a & b.

C. Design Standards Checklist

The following materials and documentation must accompany this application for approval of a private road permit, unless indicated as not applicable.

<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(1) Private road plans drawn at a scale of at least one (1) inch equals one hundred (100) feet and include plan preparation and revision dates, a graphical scale, north arrow, and a location map. The location map shall depict the proposed development site, section lines and numbers, and major roadways within two thousand (2,000) feet of the site.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(2) The applicant's name, address and telephone number and the property owner's name, address and telephone number, if different than that of the applicant.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(3) A survey of the property showing property line dimensions and bearings, and easements of record, and a written legal description.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(4) The seal of the responsible licensed professional engineer, land surveyor, or registered landscape architect that prepared the private road plans.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(5) A written statement which describes the reason for the development of a private road, pursuant to one or both of the criteria set forth in paragraph 3 of this Ordinance, if applicable.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(6) Location of natural features such as, but not limited to, woodlots, streams, floodplains, county drains, lakes, ponds, and existing topography at ten (10) foot intervals and the location of existing structures on the site and within one hundred (100) feet of the site.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(7) Location and dimensions of existing public right-of-way (including paving material), private roads, or access easements of record.

<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(8) Location and dimensions of proposed rights-of-way, acceleration/deceleration lanes, driveways, traffic control measures, street lights and proposed street names.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(9) Location of existing and proposed utilities, water mains, well, fire hydrants, sewers, septic fields, storm drains, as well as any easements that exist or are proposed to be established for the installation, repair, or maintenance of utilities.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(10) Location and dimension of drains, dry wells, catch basins, retention and/or detention areas, sumps, and other facilities designed to collect, store or transport stormwater as well as point of discharge.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(11) Roadway cross-sections and slope including sub-base and paving materials.
<input type="checkbox"/> Provided <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable	(12) A graphic depiction and legal description of all parcels of land which shall have legal access to the proposed private road.
Fees	\$ _____. ____ Date Received _____ Check # _____

Township Liability: The applicant and the owner(s) of the private road agree by applying for and securing a permit to construct the private road that they shall indemnify and save and hold the Township harmless from all claims for personal injury and/or property damage arising out of the failure to properly construct, maintain, repair and replace the private road.

_____	_____
Owner Signature (required)	Date
_____	_____
Applicant Signature	Date

NOTE: As Built, sealed road plans are required to be submitted to Long Lake Township prior to any issuance of a Land Use Permit.