

JAMESTOWN CHARTER TOWNSHIP

Ottawa County

2380 – Riley Street, Hudsonville, Michigan 49426

MINERAL AND SOIL REMOVAL

Instructions

For an application to be considered complete, ALL information must be provided. If an item is not applicable to your petition, please mark that item N/A for “not applicable” and provide an explanation why it is not applicable.

- **Initial Review Body:** Planning Commission
- **Meeting Frequency:** Third Tuesday of every month
- **Application Deadline:** Forty-nine (49) calendar days prior to the third Tuesday meeting at which you desire your application to be considered.
- **Township Office Review:** Following review by township personnel, if any required materials are deemed missing the applicant will be notified and must provide said material, which must result in a complete application at least twenty-one (21) calendar days prior to said meeting for consideration.
- **Initial Submission Requirements:** One (1) electronic copy and Four (4) copies folded to a size no larger than 11” x 14”. No rolled plans shall be accepted.
- **Final Plan Submission Requirements:** Twelve (12) copies of all final plan materials for distribution to the Review Body are required to be folded to a size no larger than 11” x 14” and shall be clipped or otherwise secured in twelve (12) equal groups. No rolled plans shall be accepted.
- **Special Meeting Requests:** the fee for a Special Meeting shall be double the application fee. Special meetings are not guaranteed and depend upon membership availability.

**DO NOT DISCARD THIS PAGE
YOU MUST SUBMIT THIS PAGE WITH YOUR APPLICATION**

For office use

Date Received: _____ Payment of: _____ Via Check: _____ Cash: _____

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MINERAL AND SOIL REMOVAL APPLICATION

NON-REFUNDABLE APPLICATION FEE: \$500.00

(Subject to additional fees as determined by the Township for Engineering, Attorney, Planning Consultant, Publishing fees, etc.)

Name of Applicant: _____

Address of Applicant: _____

Telephone: _____ Fax/Email: _____

Address of Subject Property: _____

Parcel Number: _____

Zoning District: _____

List the name, address, phone number of every person who has a legal or an equitable interest in any property included in the application. Provide proof of ownership or a legal financial interest in the property, such as a purchase agreement.

What is the land use requested? _____

**By signing this application I acknowledge that I am the legal owner, petitioner or agent and that I have the authority to apply and that I provide consent for township officials to access the property to accurately evaluate the request.

**Signature of Applicant

Date

SECTION 5 – Application for Soil Moving Permit

An application for a Soil Moving Permit shall set forth the following information and be accompanied by the following data:

- A. Full identification of the applicant and all persons to be directly or indirectly interested in the Permit if granted.
- B. The business address of the applicant.
- C. A complete physical and legal description (including street address of location where applicable) of the land to which the Permit is to apply. The legal description shall be certified by a registered civil engineer or land surveyor.
- D. A topographic map, certified by a registered civil engineer or land surveyor and prepared with four (4) foot contours, covering the land upon which the soil moving is to take place and three hundred (300) feet, so far as may be possible, outside the exterior boundary of such land.
- E. The exact nature of the proposed soil moving, the type of soil to be moved, removed, excavated, mined or dumped, and an estimate of the approximate number of cubic yards of soil involved.
- F. The applicant shall further describe in detail, by maps or otherwise, the contour and condition of the land as it is proposed to be left upon completion of the soil moving. This shall include a description of any landscaping to be done or other stabilization control to be employed to leave the land in a reasonably level and useable condition and to prevent erosion, dust and other nuisance conditions. Furthermore, the applicant shall include a description of any intended plat, planned development, or of any proposed streets or other improvements to be made upon the property, as well as a general statement of the intended final utilization of the property.
- G. A statement of the manner in which the soil moving work is to be completed and the kind of equipment proposed to be employed.
- H. The proposed route which applicant proposes to use over the public streets and over private property in transporting the soil.
- I. The past experience of the applicant in the matter to which the Permit appertains and the name, address and past experience of the person to be in charge of the soil moving project.
- J. Whether or not any similar permit or application has ever been revoked and/or suspended; and, if so, the circumstances for such revocation or suspension.

- K. The time within which the soil moving project is to be commenced after the granting of the Permit, the time when it is to be completed, and any phasing of the soil moving project with a description and the specified duration of any such phases of the soil moving project.
- L. The measures that will be taken by applicant to control noise, vibration, dust and traffic.
- M. A description of any traffic control devices, public facilities, or public services which will be required for the proposed operations and a statement as to how and by whom applicant proposes that the costs thereof be paid.
- N. Any measures which applicant proposes to take to insure public safety, the exclusion of children from the land, and the lateral support of surrounding land, buildings, structures or other improvements.
- O. Such further information as the Township Board or Planning Commission may reasonably require.

Applicant is responsible to review Ordinance 15-004 – Mineral and Soil Removal Ordinance in its entirety. Not all provisions of the Mineral and Soil Removal Ordinance are provided within this application. A copy of Ordinance 15-004 is available at the Township hall.