

Possible Revisions to Appendix Forms

- Appendix F—*Application for Variance*
 - Change fee from \$30 to \$50
 - Add 'Updated (date)' at bottom of page
- Appendix G—*Notification of Application for Variance*
 - On the notification to township board members, Tracey Millar needs to be changed to Jessica Avery. Board member names and towns also need to be changed.
 - On the notification to neighbors, Tracey Millar needs to be changed to Jessica Avery. Board member names and towns also need to be changed.
 - Since we are often notifying city board members of variance applications, I feel that we should add a notification to city board members form to Appendix G that would follow the same format as the township board notification form.
- Appendix H—*Application for Special Exception*
 - Change fee from \$30 to \$50
- Appendix I—*Notification of Application for Special Exception*
 - Change Tracey Millar to Jessica Avery. Board member names and towns also need to be changed.
- Appendix K—*Notification of Application for Rezoning*
 - Tracey Millar needs to be changed to Jessica Avery. Board member names and towns also need to be changed. Barb Lenling needs to be changed to Cindy Schultz.
 - This is a notification to neighbors form. Since townships and cities would also need to be notified to rezoning applications, I feel that we should add a notification to city board members form, as well as a notification to township board members form.
- Appendix M—*Notification of Sub-Division Plat*
 - Tracey Millar needs to be changed to Jessica Avery. Board member names and towns also need to be changed. Barb Lenling needs to be changed to Cindy Schultz.
- Appendix O—*Sign Permit Application*
 - Section A building permit fee should be changed from \$10 to \$15.
- Appendix R—*Procedure for filing Variance or Special Exception or Waiver from Distance for CAFO*
 - I feel that we should list these separately to avoid any unnecessary confusion.
 - Procedure for moving in structure at Cottonwood Lake
 - Waiver from Distance for CAFO

- Procedure for filing Special Exception
 - Procedure for filing variance
- Appendix S—*Application for Moving Structure at Cottonwood Lake*
 - Fee change from \$30 to \$50
- Appendix T—*Notification of Structure Moving In at Cottonwood Lake*
 - Tracey Millar needs to be changed to Jessica Avery. Board member names and towns also need to be changed.
 - This form is a neighbor notification. Since Lake Township board members should be notified of new structures moving in at the lake, I feel that we should add a township notification form to Appendix T.
- Appendix U—*Procedure for Moving Structure to Cottonwood Lake*
 - Add highlighted section to the last sentence of #2
 - The owner and his/her agent needs to provide the zoning administrator with a recent photo of the structure to be moved to the Cottonwood Lake area and the location of the structure must be staked out. The zoning administrator will post **at the site** the photo and a notice of when the public hearing is to be held.
 - Remove the sentence “Variances can be applied for and will be granted for setbacks only with special exceptions” from the Setback Information section.