



**EARTH BALANCING AND EXCAVATION  
(ORDINANCE No. 97-161)**

**SECTION A: APPLICATION SUBMITTAL**

INITIAL APPLICATION DATE: \_\_\_\_\_ RENEWAL DATE (IF APPLICABLE): \_\_\_\_\_  
(max of 8 renewals)

**SECTION B: JOBSITE INFORMATION**

STREET ADDRESS: \_\_\_\_\_ PARCEL ID: \_\_\_\_\_

**SECTION C: APPLICANT INFORMATION** (Party having interest in said property. If more than one attach list)

NAME: \_\_\_\_\_ Phone #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**SECTION D: ITEMS LISTED BELOW MUST BE INCLUDED WITH THE APPLICATION**

☐ **PROOF OF OWNERSHIP**

☐ **LEGAL DESCRIPTION**

☐ **CERTIFICATE OF LIABILITY**

☐ **SURETY BOND (REQUIRED) \$** \_\_\_\_\_

☐ **TOPO**

- (1" to 100' or 1" to 50' as may be required by the Zoning Board of Appeals) Reapplication \_\_\_\_\_ (check)  
may use the same topo up to eight (8) years, unless proposed grades and site use change.

☐ **100' GRID**

- 100' grid, consecutively numbered. Applicant to identify grids intended for various activities (If Planning Commission deems 100' grid unnecessary, the requirements may be waived).

☐ **CUBIC YARD ESTIMATE**

- Estimate of cubic yards involved from civil engineer or land surveyor in State of Michigan and how to be accomplished.

☐ **STATEMENT OF MATERIALS**

- Statement of materials to be removed and/or placed and indication of specific places on the property where each of the materials or fill are to be removed or placed.

☐ **STATEMENT OF OPERATIONS**

- Detailed statement as to methods of operation, type of machinery or equipment to be used and the estimated period of time that such operations shall cover.

☐ **SIMILAR OPERATIONS**

- Details of similar operations carried out by the applicant, if any.

☐ **PLANS AND DATE**

- Identification of access roads, on-site roads, grades for proper drainage and any special drainage devices (if necessary), fencing, any structures on-site (existing or proposed), existing and proposed utilities, explanation of any on-site testing or other survey data, including soil surveys, water tables and subsurface characteristics.

☐ **PROPOSED USE**

- Detailed statement of the proposed use of the land after the excavation or filling.

**FINAL GRADES PRESENTED SHALL BE CONSISTENT WITH THE PURPOSES FOR USE OF THE PROPERTY AFTER COMPLETION OF OPERATION.**

**SECTION E: APPLICANT SIGNATURE**

Signature of Applicant

Signature of Co-Applicant

Printed Name

Printed Name

Date

Date

SECTION E: OCS PLANNING & DEVELOPMENT



\_\_\_\_\_  
Signature of Development Coordinator

\_\_\_\_\_  
Date

SECTION F: TOWNSHIP ENGINEER

TOWNSHIP ENGINEER PROJECT #:\_\_\_\_\_