

TO ALL CONTRACTORS WORKING IN SPENCER TOWNSHIP

All contractors are required to register their new license each year. This registration form should be read, signed and returned.

This contractor is aware of the following Spencer Township requirements:

1. **A copy of the contractor's license must accompany this registration & liability insurance.**
2. Only registered licensed contractors can obtain permits.
3. Permit is required prior to commencement of work.
4. Proper street address obtained from Kent County Road Commission must be on all permits and be used when requesting inspections.
5. Permit is valid only when received and accepted by inspection personnel.
6. No work shall be covered or concealed without inspection and approval.
7. Each contractor is responsible for arranging his own inspections.
8. Final inspections and Certificate of Occupancy is required for all projects before occupancy occurs.
9. Homeowners can obtain a Homeowner Permit for a single-family dwelling in which he lives or is about to occupy for not less than one (1) year.
10. This registration may be revoked by Spencer Township if at any time code or ordinance violations are not corrected within 30 days.

License Holder's Signature _____ Date _____

Contractor's Business Name _____

License Holder's Name _____

Business Address _____

Business Phone # _____ Fax# _____

Mobile Phone # _____

Contractor's License # _____ License Expires _____

Contractor's License Issued by _____

Contact Person's Name _____ Phone # _____

Workman's Comp carrier _____ Policy # _____

Issue Date _____ Expiration Date _____

Liability Insurance carrier _____ Policy # _____

Issue Date _____ Expiration Date _____

Federal ID # or last 4 digits of SS# _____

MESC # _____

PLEASE REMIT A YEARLY \$5.00 FEE : Spencer Township
14960 Meddler Ave.
Gowen, MI 49326

SPENCER TOWNSHIP ZONING APPLICATION

14960 Meddler Ave., Gowen, MI 49326
(616) 984-0035 fax:(616) 984-2207

The Zoning Application must be filled out completely and must be approved before a building permit will be issued. Use the attached page to draw a site plan showing the following items:

1. Dimension of the lot and/or acreage (all sides)
2. The location, with distances to the lot lines, of existing and proposed structures
3. The dimensions of all existing and proposed structures
4. The distance between all existing structures
5. The location of all roads bordering or on the property
6. The location of any power or gas lines on the property
7. The location of any lakes, rivers, stream or wetlands on or near the property
8. The location of any easements on the property
9. An arrow indicating direction of north
10. Setbacks:
11. Zoning Administrator reserves the right to require a property survey.
12. A \$50.00 fee is required at the time of application. Separate from any other permits. (This is Non-Refundable)

Front _____ Rear _____

Side(a) _____ (b) _____

13. Lot dimensions: _____ 14. Area: _____

15. Zoning District _____

Applicant Name: _____

Address: _____ Phone # _____

Permanent Parcel # 41-04-_____-_____-_____

Description of Proposed Use _____

Zoning Approval (office use only)
--

Approved _____

Denied _____

Reason for Denial : _____

Signature

Date

Site Plan Diagram

Mika Meyers Beckett & Jones PLC

900 Monroe Avenue NW Grand Rapids, Michigan 49503-1423 Tel 616-632-8000 Fax 616-632-8002 Web mmbjlaw.com

Attorneys at Law

James R. Brown	Mark A. Kehoe	Mark A. Van Allsburg	Andrea D. Crumback	<i>Of Counsel</i>	<i>Also Admitted In</i>
Larry J. Gardner	Fredric N. Goldberg	Elizabeth K. Bransdorfer	Jennifer A. Pupiava	James B. Beckett	¹ Colorado
Claude L. Vander Ploeg	James K. White	Neil L. Kimball	Nathaniel R. Wolf	John C. Jones	² District of Columbia
Ronald J. Clark	Stephen J. Mulder	Ross A. Leisman	Benjamin A. Zainea	Steven L. Dykema	³ Illinois
John M. DeVries ⁴	Douglas A. Donnell ⁴	Neil P. Jansen	Ronald M. Redick		⁴ Ohio
Leonard M. Hoffius ⁵	Scott E. Dwyer	James M. Eardley ⁵	Brian M. Andrew	<i>Retired</i>	⁵ Wisconsin
Michael C. Haines	Michael A. Zagaroli	Eric S. Richards ⁵	Heidi A. Lyon	Ernest A. Milka	
Scott S. Brinkmeyer	William A. Horn ⁵	Michael X. Hidalgo	Matthew E. Fink	Veryl N. Meyers	
John T. Sperla	Jeffrey A. DeVree	Daniel J. Parmeter, Jr.	Linda L. Faynich		
David R. Fernstrum	Daniel R. Kubiak	Mark E. Nettleton ⁵			

June 16, 2005

Ms. Delores Drew
Township Clerk
Township of Spencer
14960 Meddler Avenue
Gowen, MI 49326

Re: Updated Zoning Checklist

Dear Delores:

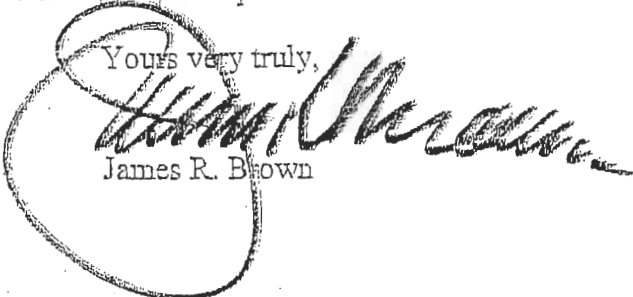
Pursuant to your request, I enclose an updated Zoning Checklist.

The updated checklist incorporates the recently adopted zoning amendment pertaining to the calculation of lot area. Specifically, the checklist now indicates that, when calculating minimum lot area in any zoning district, the area occupied by any adjacent street right-of-way must be excluded.

In reviewing the checklist, I also verified that all of the required minimums are still effective; revised the column covering minimum side yard requirements so as to indicate both the total minimum side yard area and the minimum area for each side; updated the effective date of the checklist; and made a few other minor revisions.

At your convenience, please replace the old checklist with the enclosed checklist in the Township files, and distribute copies to the appropriate persons.

Yours very truly,


James R. Brown

JRB

Enclosure

cc (w/encl): Robert L. Ballard
Judy K. Gaglio
Jeff Knapp
Harlan Oosterhouse

TOWNSHIP OF SPENCER ZONING ORDINANCE

Effective as of June 8, 2005

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
AG Agricultural District	1 acre, except 10 acres if a farm	200 feet	960 square feet	50 feet	40 feet (20 feet each side)	30 feet	35 feet (this maximum does not apply to agricultural buildings or agriculturally-related structures)
R-R Rural Residential District	1 acre, except 10 acres if a farm	150 feet	960 square feet	50 feet	40 feet (20 feet each side)	30 feet	35 feet (this maximum does not apply to agricultural buildings or agriculturally-related structures)
R-1 Single Family Residential District (with sewer)	20,000 square feet	120 feet	960 square feet	50 feet	30 feet (15 feet each side)	30 feet	35 feet
R-1 Single Family Residential District (without sewer)	35,000 square feet	150 feet	960 square feet	50 feet	30 feet (15 feet each side)	30 feet	35 feet

*The calculation of lot area in all zoning districts shall exclude the area of any adjacent street right-of-way.

TOWNSHIP OF SPENCER ZONING ORDINANCE

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
LR Lake Residential District (with sewer)	20,000 square feet	100 feet	960 square feet	30 feet with lake frontage; 35 feet without lake frontage; 100 feet for parcels fronting Coopers Creek or Clear Creek east of Lincoln Lake Avenue	20 feet (10 feet each side)	30 feet	35 feet

*The calculation of lot area in all zoning districts shall exclude the area of any adjacent street right-of-way.

TOWNSHIP OF SPENCER ZONING ORDINANCE

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
LR Lake Residential District (without sewer)	35,000 square feet	125 feet	960 square feet	30 feet with lake frontage; 35 feet without lake frontage; 100 feet for parcels fronting Coopers Creek or Clear Creek east of Lincoln Lake Avenue	20 feet (10 feet each side)	30 feet	35 feet

*The calculation of lot area in all zoning districts shall exclude the area of any adjacent street right-of-way.

TOWNSHIP OF SPENCER ZONING ORDINANCE

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
R-2 Two Family and Multiple Family Residential District (with sewer)	<p>Single-family: 20,000 square feet</p> <p>2-family: 35,000 square feet</p> <p>Multiple family: 2 acres for first 2 d/u's and 15,000 square feet for each additional d/u, except the Planning Commission may approve variations</p>	<p>Single-family and 2-family: 120 feet</p> <p>Multiple family: 200 feet, except the Planning Commission may approve variations</p>	<p>Single-family: 960 square feet</p> <p>2-family: 840 square feet for each d/u</p> <p>Multiple family: 650 square feet - 1 bedroom; 750 square feet - 2 bedroom; 840 square feet - 3 bedroom</p>	50 feet	<p>30 feet (15 feet each side)</p> <p>Buildings in a multiple family dwelling development shall be at least 30 feet away from each other</p>	30 feet	35 feet

*The calculation of lot area in all zoning districts shall exclude the area of any adjacent street right-of-way.

TOWNSHIP OF SPENCER ZONING ORDINANCE

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
R-2 Two Family and Multiple Family Residential District (without sewer)	Single-family: 35,000 square feet	Single-family and 2-family: 150 feet	Single-family: 960 square feet	50 feet	30 feet (15 feet each side)	30 feet	35 feet
	2-family: 1 acre	Multiple family: 200 feet, except the Planning Commission may approve variations	2-family: 840 square feet for each d/u		Buildings in a multiple family dwelling development shall be at least 30 feet away from each other		
	Multiple family: 2 acres for first 2 d/u's and 15,000 square feet for each additional d/u, except the Planning Commission may approve variations	Multiple family: 200 feet, except the Planning Commission may approve variations	Multiple family: 650 square feet - 1 bedroom; 750 square feet - 2 bedroom; 840 square feet - 3 bedroom				

*The calculation of lot area in all zoning districts shall exclude the area of any adjacent street right-of-way.

TOWNSHIP OF SPENCER ZONING ORDINANCE

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
R-3 Manufactured Housing Community	No minimum area requirement as to housing community; see Section 10.05(h)(1) for area requirements with respect to each manufactured housing unit	See R-3 District Provisions	See R-3 District Provisions	See R-3 District Provisions	See R-3 District Provisions	See R-3 District Provisions	See R-3 District Provisions
Residential Planned Unit Development	5 acres	See PUD Chapter	See PUD Chapter	See PUD Chapter	See PUD Chapter	See PUD Chapter	See PUD Chapter
C-1 Neighborhood Commercial District	None	80 feet	None	70 feet	None	None, except 40 feet if adjacent to R District	35 feet
C-2 General Commercial District	None	80 feet	None	70 feet	None	None, except 40 feet if adjacent to R District	35 feet

*The calculation of lot area in all zoning districts shall exclude the area of any adjacent street right-of-way.

TOWNSHIP OF SPENCER ZONING ORDINANCE

District	Minimum Lot Area (excluding street right-of-way)*	Minimum Lot Width	Minimum Building Floor Area	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Building Height
I Industrial District	2 acres	250 feet	None	70 feet	50 feet, but 75 feet if abuts R-1, R-2 or R-3	50 feet	35 feet but may be exceeded by Planning Commission special land use

Note: This summary has been prepared for convenience of reference only. It is not a part of the Zoning Ordinance; in the case of any discrepancies, the Zoning Ordinance controls. In some zone districts there are other minimum requirements, in addition to those listed above. This summary is effective as of June 8, 2005.

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