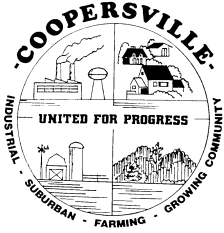


*Residential Property  
(Zoning Only no Fee)*

*Residential Property with  
Work In ROW- Fee \$50*

*Commercial Property  
Fee \$50*

*Industrial  
Fee \$50*



**CITY OF COOPERSVILLE  
289 DANFORTH STREET  
COOPERSVILLE, MI 49404  
616-997-9731**

PERMIT NUMBER

**\$ 50.00 FEE**

**APPLICATION FOR FLATWORK AND CURBCUT  
City Ordinance 1420.09**

**Department of Public Works – Bryan Buist - 616-997-8502  
Deputy City Manager/Planning Director - 616-997-9731**

**NOTE:  
IF FLATWORK IS BEING DONE IN THE ROAD RIGHT-OF-WAY –  
A ROAD RIGHT-OF-WAY PERMIT IS ALSO REQUIRED**

**PLEASE CALL BRYAN BUIST AT (616) 293-0256 OR (616) 997-8502 FOR FORM INSPECTIONS  
BEFORE POURING CONCRETE IN THE ROAD RIGHT OF WAY (ROW)**

**APPLICATION INFORMATION**

<b>PROPERTY LOCATION</b>			
<b>Applicant Name or Contractor Name</b>			
Name		Address	
City	State	Zip	Telephone
Email copy of permit to:			
<b>Owner Name – IF NOT SAME AS APPLICANT NAME</b>			
Name		Address	
City	State	Zip	Telephone

**PROJECT INFORMATION**

<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> New Construction	<input type="checkbox"/> Re-Construction
Is ROW Permit Also Required? Yes <input type="checkbox"/> No <input type="checkbox"/>		If yes is ROW Permit Attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	
<input type="checkbox"/> Sidewalk 6” sand subbase & 4” of concrete (minimum requirement)			
<input type="checkbox"/> Driveway 4” sand subbase & 6” of concrete (minimum requirement, including sidewalk area of drive)			
<input type="checkbox"/> Curb Cut			
<input type="checkbox"/> Other – Description _____			
<input type="checkbox"/> Completion of Page 3 – Site Plan/Plot Plan or Attachment			

**PLEASE NOTE THE FOLLOWING ORDINANCES**

**1420.09 - PERMITS REQUIRED FOR FLATWORK AND CURB CUTS.**

- (a) All property owners of residential, commercial or industrial parcels within the City shall obtain a permit from the Building Official prior to commencing any concrete or asphalt paving flatwork in excess of 200 Square Feet or before commencing any curb cuts.
- (b) A site plan shall be submitted to the following responsible City officials:
  - (1) Building Official: Single-family or two-family residential property.
  - (2) City Engineer: Multiple-family residential, commercial or industrial property.
  - (3) Planning Director: Compliance with Chapter 12.
- (c) Site plans shall indicate the location of the concrete or asphalt on the property and shall provide details for the drainage of storm water so that run-off from the hard surface will not affect neighboring property.
- (d) A fee for flatwork in excess of 200 square feet and/or curb cuts shall be set from time to time by resolution of Council.

**1020.01 - WORK TO BE DONE BY CITY; COSTS.**

- (a) All ditching, drainage and installation of driveway tiles and culverts along City streets shall be done exclusively by the City.
- (b) The abutting property owners shall be responsible for the cost of such work and upon failure of the property owners to pay such costs, the City is hereby authorized to charge and collect such charges as a special assessment against the same.

**1054.09 (e) Streets, Utilities and Public Services**

In addition to any other fees or payments required by this chapter, a permittee shall pay to the City the sum of eight hundred dollars (\$800.00) for each thirty-foot cut into or excavation of any public streets, or portion thereof, which was subject to street resurfacing, withing eighteen months prior to such cut or excavation. This fee is in addition to and not in lieu of the obligation to restore the public streets and is in addition to all other fees required by this chapter or other chapters of the City.

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**FOR OFFICE USE ONLY**

	<b>REQUIRED</b>	<b>APPROVED/DENIED</b>	<b>DATE</b>
<b>PLANNING APPROVAL</b> (if necessary)	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>ZONING APPROVAL</b> (if necessary)	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>Department of Public Works</b> <b>REVIEW/APPROVAL</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<u>PLAN REVIEW</u>	
<b>Department of Public Works</b> <b>FORM INSPECTION</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<u>FORM INSPECTION</u>	
<b>Department of Public Works</b> <b>REVIEW/APPROVAL</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<u>FINAL</u>	

**Zoning Administrator**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Planning Director**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Department of Public Works**

Signature \_\_\_\_\_ Date \_\_\_\_\_

