



BAY TOWNSHIP – CHARLEVOIX COUNTY

05045 Boyne City Road • Boyne City, Michigan 49712

Phone (231) 582-3594 Fax (231) 582-7313

PRIVATE ROAD PERMIT APPLICATION

- Please call the Zoning Administrator (Ron Van Zee) at (231) 497-4701 for any questions.
- Answer all questions and include all required attachments.
- Attach a check payable to “Bay Township” for \$200.
- Return completed application to: Bay Township Zoning Administrator
05045 Boyne City Rd.
Boyne City, MI 49712

The applicant shall attach the following information with this Private Road Permit Application:

- Legal description and survey of the proposed private road.
- Copies of all other permits which may be required of the Charlevoix County Road Commission.
- Proof of ownership and/or written consent of such owner, and the names and address of those concerned with the application.
- Copies of the proposed Road Maintenance Agreement, easement agreement and deed restrictions, if applicable.
- Detailed site plan in compliance with the Bay Township Private Road Ordinance.

1. GENERAL INFORMATION

Applicant’s Name: _____

Applicant’s Address: _____

Phone No.: () _____ E-mail: _____

Parcel Identification Number: 15-001- _____ - _____ - _____

2. PROPOSED PRIVATE ROAD INFORMATION

The applicant shall attach a legal survey and description of the proposed private road

Private Road Name: _____

Private Road Location: _____

Private Road Length: _____

3. ACKNOWLEDGEMENT

I authorize Bay Township (staff, appointed board and/or commissions, or committee members) to enter upon the subject property for purposes of making inspections related to this application. Such inspections or site walks shall be conducted at reasonable hours and times.

I certify that all the above information is accurate to my fullest knowledge.

Owner’s Signature(s): _____

Signature of Applicant, if different than Owner: _____

Date: _____

Township Use Only

Date Application Completed: _____ Committee Review Date: _____

Bd. Of Trustees Review Date: _____ Bd. Of Trustees Action: _____
