

PLANNING & DEVELOPMENT SERVICES

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**TEMPORARY USE/STRUCTURE –
 ADMINISTRATIVE SITE PLAN REVIEW**

OFFICE USE ONLY
Date: _____
Case #: _____
Fee: _____

APPLICANT

Contact person to attend meetings, answer questions, and receive correspondence related to this application

Name	Email	
Address	Phone	Cell Phone
City	State	Zip Code

PROPERTY OWNER

Check here if same as above

Name	Email	
Address	Phone	Cell Phone
City	State	Zip Code

PROJECT INFORMATION

Name of Project: _____

Address of project: _____ **Sidwell #:** _____

Provide an overview of the proposed temporary structure(s)/use: _____

Date of temporary structure(s)/use: _____

Please provide a detail explanation, including drawings and diagrams, where applicable, of the following:

- Location, number, types, and uses of structures
- Number of people anticipated with the temporary structure(s) and use
- Noise control and abatement (if applicable)
- Facility and maintenance

Application Fee:

Administrative Review Residential - \$150.00 plus \$500 Bond

Administrative Review Non-Residential - \$300.00 plus \$1,000 Bond

Bond must be posted to ensure that at the conclusion of the temporary structure/use approval, the site is brought back into conformance.

I (we), the undersigned, do hereby indicate that all information contained in this application, accompanying plans and attachments are complete and accurate to the best of my (our) knowledge.

 Date Signature of Applicant Print Applicant Name

 Date Signature of Property Owner Print Property Owner Name