



**Application for Administrative Deferral of Sidewalk Installation**

**Date:** \_\_\_\_\_

**ADSI #** \_\_\_\_\_

The undersigned hereby make application to the Charter Township of Shelby for an administrative deferral of the building permit requirement for the installation of sidewalks pursuant to Sidewalk Ordinance No. 242, of the Charter Township of Shelby and submit the following information in connection herewith:

**Property Address:** \_\_\_\_\_

All applications for sidewalk deferrals shall be accompanied by a plot plan prepared by a registered engineer or land surveyor accurately identifying the location of the sidewalk in relation to all property lines, driveways, the road right-of-way, and existing/proposed structures. Any encumbrances to sidewalk installation must be noted on the plan.

**Applicant Name (s):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone Number:** (H) \_\_\_\_\_ (W) \_\_\_\_\_

**Property Legal Description:**

Township of Shelby, County of Macomb, State of Michigan, to-wit: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Tax Parcel No:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **Building Permit No:** \_\_\_\_\_  
(if applicable)

**Legal Owner (s) of Property:** (if different from Applicant)

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_



**Additional comments:**

**Planning Director and/or Building Director**

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**Approval by Supervisor**

I hereby approve the foregoing application.

Date: \_\_\_\_\_  
Township Supervisor, Rick Stathakis

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**Denial by Supervisor**

I hereby deny the foregoing application for the reason that such request does not meet the conditions for approval as set forth in the Ordinance. The applicant may request a variance from the Zoning Board of Appeals.

Dated: \_\_\_\_\_  
Township Supervisor, Rick Stathakis

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**Sidewalk Deferral Activity Record**

Recorded at Macomb County Registrar of Deeds: \_\_\_\_\_(Date)

Liber # \_\_\_\_\_ Page # \_\_\_\_\_

Received Title Policy: \_\_\_\_\_(Date)

Policy # \_\_\_\_\_ File # \_\_\_\_\_

Title Insurance Company: \_\_\_\_\_

Sidewalk Deferral Bond Returned:

Date: \_\_\_\_\_ Amount: \_\_\_\_\_