## FROM THE OFFICE OF THE ZONING ADMINISTRATOR

## PORTLAND TOWNSHIP

## **Zoning Compliance Application Permit Procedure**

Obtain a zoning permit application form - (mail, email, website, or pick up in black box by north door of Township Hall)

Fill out application, note fee amount

Stake building site (corners)

Call Zoning Administrator when ready

Can make appointment to meet at site to process permit <u>or</u> can mail application to PO Box below <u>or</u> scan and email app and mail check to PO Box below, whichever is convenient.

Call:

Jeanne Vandersloot- Zoning Administrator

Voice 616-897-4242

Email zoningadmin@msn.com

Mail to PO Box 294

Lowell MI 49331-0294