

PUTNAM TOWNSHIP

Ordinance No. 48-1

AN ORDINANCE AMENDING ORDINANCE No. 48 ENTITLED HOME OCCUPATION AND HOME BASED BUSINESS ORDINANCE

PUTNAM TOWNSHIP ORDAINS

Sec. 1. Purpose. The purpose of this Ordinance is to amend Ordinance No. 48 to ensure the health, safety, and welfare of the general public by encouraging and promoting the identification and location home based businesses, to clarify the procedure for reviewing applications for home based businesses and to extend the date by which existing home based businesses will be exempt from the minimum lot size required by the Ordinance.

Sec. 2. Amendment of Section 6. Subparagraph "D" of Section 6 of Ordinance No. 48 entitled Application for Permit, is amended to read as follows:

- D. The Zoning Administrator shall promptly review the application, conduct a site visit and determine whether the application is complete and contains sufficient information for consideration by the Township Board. An application that is incomplete or clearly does not meet the requirements of this Ordinance shall be rejected by the Zoning Administrator. If the Zoning Administrator rejects an application, the decision of the Zoning Administrator may be appealed to the Township Board. Any such appeal shall be filed with the Township Clerk within thirty (30) days following the decision of the Zoning Administrator. The sole issue on appeal shall be whether the application rejected by the Zoning Administrator was complete or clearly did not meet the requirements of this Ordinance.

The Zoning Administrator is authorized to request the applicant to submit any and all additional material that the Zoning Administrator reasonably believes may assist the Township Board in deciding whether to issue a home based business permit or approve a renewal of an existing permit. If the Zoning Administrator determines that the application is complete and sufficient for review by the Township Board, the Zoning Administrator shall, in a timely manner, seek to have the application placed on the Township Board's agenda for consideration. The Zoning Administrator's determination that the application is complete and sufficient for review and to place the application on the Township Board's agenda shall not be construed as a determination that a permit will be granted by the Township Board, only that the application is ready for consideration by the Township Board.

Sec. 3. Amendment of Section 8. Section 8 of Ordinance No. 48, entitled Exceptions, is amended to read as follows:

Home based businesses established prior to the effective date of this Ordinance shall be exempt from the minimum lot size required by Section 4.B(2) of this Ordinance provided that the owner makes application to the Township for the establishment of a new home based business prior to December 31, 2011 and further provided that the owner can meet all of the other requirements set forth in this Ordinance, including any conditions imposed by the Township Board. If the application is approved, the owner shall be required to file for renewal one year after the original date of application and every two years going forward as set forth in this Ordinance. If a renewal application is not filed on or before the expiration of the preceding permit, the owner will be required to file an application for the establishment of a new home based business and will be required to meet every requirement of this Ordinance, including the minimum lot size required by Section 4.E of this Ordinance.

Sec. 4. Validity and Severability. Should any portion of this Ordinance be found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of this Ordinance.

Sec. 5. Repealer Clause. Any ordinances, resolutions or parts of ordinances or resolutions, in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Sec 6.. Effective Date. This Ordinance shall take effect one day following publication.

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, SALLY D. GUYON, Clerk of the Township of Putnam, a Michigan Township, do hereby certify that at a special meeting of the Putnam Township Board held at the Putnam Township Hall, 3280 W. M-36, Pinckney, Michigan, 48169, in said Township at 6 p.m., local time, on the 22nd day of June, 2011, that the above Ordinance was adopted and that the following Members were present:

Rau, Guyon, Carney, Dobis, Chambers and McCloskey

That upon a motion made by Carney and seconded by Dobis, said Ordinance was adopted on the following roll call vote:

Yeas: **6**

Nays: **0**

Abstain: **0**

Absent: **Klein**

I further certify that on the 1st day of July, 2011, I caused a synopsis to be published in the Livingston County Daily Press & Argus, a newspaper circulated in the Township of Putnam, and that the Ordinance and the record of publication was duly recorded in the Book of Ordinances of the Township of Putnam. This Ordinance is effective 30 days after publication on July 31, 2011 and a true copy was available for public use and inspection at the offices of the Putnam Township Clerk, 3280 W. M-36, Pinckney, Michigan during regular business hours.

Sally D. Guyon, CMC
Putnam Township Clerk