

**PORT SHELDON TOWNSHIP PRIVATE ROAD APPLICATION**  
**Filing Fee \$250.00**

Name of Applicant \_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_ Phone Number \_\_\_\_\_

Permanent Parcel Number(s) of Property \_\_\_\_\_

\_\_\_\_\_

Name(s) and Addresses of Other Persons or Parties with a Legal Interest in the Private Road or  
Property \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Proposed Private Road (spelling etc. exactly as approved by O.C.R.C.)

\_\_\_\_\_

Items to be submitted with application: (See Private Road Ordinance #41)

- Site Plan
- Road Plans and Lot Divisions
- Proposed Deed Restrictions
- Road Maintenance Agreement
- Access Easement Agreement
- Driveway Permit from Ottawa County Road Commission
- No Duplication Letter (road name approval) from Ottawa County Road Commission

Township Liability: The owner(s) of the private road agree by applying for and securing a permit to construct the private road that they shall indemnify and save and hold the Township harmless from all claims for personal injury and/or property damage arising out of the failure to properly construct, maintain, repair, and replace the private road.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**It is important that the applicant or a representative be present at the planning commission meeting when this application is considered.**