



City of Escanaba  
 Planning and Zoning Department  
 Phone: (906)789-7302  
 Website: www.escanaba.org

Zoning Permit  
 Application

Application Date: \_\_\_\_\_

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

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

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

Property Owner Name: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Property Owner Phone Number/Email: \_\_\_\_\_

Description of project or changes:

Application is hereby made for the following purpose (Please check all that apply):

- New construction, alteration, or addition
- Change of use of premises
- Shed, Porch, etc.
- Other

Please provide an attached plot plan of the proposed project including the following information:

- (1) All property lines.
- (2) All existing and proposed structures, including driveways and parking areas.
- (3) Adjacent streets and rights-of-way.
- (4) Street frontage.
- (5) Setbacks for front, rear, and sides measured from the property lines.

Height of proposed structure: \_\_\_\_\_ (in feet) \_\_\_\_\_ (number of floors)

Total square footage of structure: \_\_\_\_\_ (based on exterior dimensions)

Total lot area: \_\_\_\_\_ (in square feet)

Is off-street parking required?  Yes  No

List the following setbacks: Front yard: \_\_\_\_\_ Rear yard: \_\_\_\_\_

Side yard: (Left) \_\_\_\_\_ (Right) \_\_\_\_\_ Sum of both sides: \_\_\_\_\_



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**GENERAL.** All construction or addition to buildings in the City of Escanaba requires a zoning permit, whether a building permit is required or not. If you are unsure if you need a building permit, please call the Delta County Building & Zoning Department at (906) 789-5189. It is the responsibility of all parties involved to review the zoning ordinance for standards which may affect their project. These conditions are not exclusive.

**PROPERTY LINES.** It is the property owner’s responsibility to know where their property lines are. The City Engineering Department may help locate and stake existing corner markers upon request. This service is not a legal survey and is not guaranteed to be accurate. The City assumes no responsibility for property corner markings, measurements, or errors thereof. If better accuracy is desired, contact a surveyor for a legal survey.

**SETBACKS.** A setback is the minimum distance required between a lot line (property line) and a building’s wall or roof edge. There are some exceptions, but no new building or addition may violate these distances. Setbacks differ from one zoning district to another, and from lot to lot. On corner lots or through lots, all street-side lot lines are considered front lot lines, and setbacks are taken accordingly. The line opposite the street address is considered the rear lot line, with exceptions for lots pointed at the rear. Any remaining lines are side lot lines.

**EASEMENTS.** No structures are permitted in any legal easement. New or existing structures found to be in an easement will be evaluated for violation. If a violation is found, structures may need to be moved or demolished.

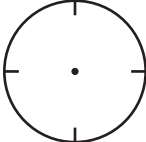
**PENALTIES FOR WORK DONE BEFORE APPROVAL.** It is illegal to begin construction work before a zoning permit is obtained. If such work is done, citations and fines may be issued. Additionally, if the work violates any provision of the zoning ordinance, that work must be moved or altered to achieve compliance.

**ACCESS BY CITY EMPLOYEES.** Staff from the Planning & Zoning Department may visit the property for zoning permit inspections. Staff from the Assessing Department may visit the property for tax purposes.

I, the undersigned, have read and understand the above statements. I acknowledge that the in-formation in this application is true, and if found not to be true, any issued zoning permit may be void. I agree to comply with the conditions and regulations provided with any permit that may be issued and will also comply with all applicable sections of the City of Escanaba Zoning Ordinance. I give permission for officials of the City of Escanaba, the County, and the State of Michigan to enter the property subject to this permit application for purposes of inspection. Finally, I understand that this is a zoning permit application and not a permit. I understand that a zoning permit, if issued, conveys only land use rights, and does not include any representation or conveyance of right in any other statute, building code, deed restriction or other property rights. I acknowledge that a **\$75.00 application fee** is required before my application is processed.

_____ Applicant’s Signature	_____ Date
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<b>STAFF USE ONLY</b>	_____ Staff Signature	_____ Date Received
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 <p><b>North</b> (Draw Arrow)</p>	<p><b>Project:</b> _____</p> <p><b>Address:</b> _____</p> <p><b>Owner:</b> _____</p> <p><b>Scale:</b> _____</p> <p><b>Drawing Date:</b> _____</p>
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