

PROPERTY IDENTIFICATION

Address

Parcel #

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.

APPLICATION. Site Plan review ensures that developments integrate well with adjacent uses, minimize nuisance to adjoining land, provide safe and functional traffic access and parking, and reduce impacts on the environment. Site plan review applications shall be received not less than 21 calendar days before a scheduled Planning Commission review. All site plans shall be submitted to the Zoning Administrator for administrative review, who shall determine whether the site plan is complete and ready for Commission review.

STANDARDS. A site plan shall conform to all applicable local, State, and federal laws and ordinances. Approval may be conditioned upon the applicant receiving necessary local, State, and federal permits before final site plan approval. In addition, a development shall conform to the site development standards cited in City of Escanaba Zoning Ordinance sec. 1907, which shall be reflected on the site plan.

NOTICE TO NEIGHBORS. On all developments requiring site plan review by the Planning Commission, regardless of whether a public hearing is required, the City shall notify property owners within 300' of the site plan parcel of the date, time, location of the review and give information on how comments may be submitted.

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 Dept. may visit the property for zoning permit inspections. Staff from the Assessing Dept. may visit the property for tax purposes.

PROJECT INFORMATION

What are you building? Please check only one.

NEW BUILD or ADDITION: <input type="checkbox"/> Multi-family residential building (5 units or more)	NEW BUILD or ADDITION: <input type="checkbox"/> Industrial building	NEW BUILD or ADDITION: Any building within zoning district C-2: Residential <input type="checkbox"/> Planned-Unit Development, E-1: Planned Commercial Development, or E-2: Special Planned Development
NEW BUILD or ADDITION: <input type="checkbox"/> Commercial building of 5,000 s.f. or more in lot coverage	NEW BUILD or ADDITION: <input type="checkbox"/> Communications tower	
	<input type="checkbox"/> CHANGE OF USE: 200 to 2299 Ludington Street	

*Please complete the following information as fully as possible. Staff can help find some information. Submit this form with **one print copy and one digital copy** of a site plan compliant with zoning ordinance sec. 1802.2.*

Project Description

Zoning Use Type

Area
(s.f.)# of Floors
Above GradeMax Height
(ft)

New utility services to be provided by the City:

☐ Electric☐ Water☐ Sanitary Sewer☐ Storm Sewer☐ n/a

You may submit this form in person, by USPS, or by email. Please make checks payable to "City of Escanaba".

Credit cards may be accepted in-person or by phone; an additional processing fee applies.

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SITE PLAN REVIEW APPLICATION**Planning & Zoning Department – City of Escanaba**

906-786-9402 – permits@escanaba.org – 410 Ludington St. Escanaba, MI 49829

FEES

*Your actual fee is based on your lot's area in acres. To find that amount, multiply the lot area by the indicated area factor, input that amount, add the base amount, then input the actual fee. **Max actual fee is \$2,000.***

Lot Area (i.e.: 0.164)	Area Factor	Area Amt	Base Amt	Actual Fee
Fee =	x \$150	= \$	+ \$400	= \$

CONTACT INFORMATION, AFFIDAVIT, AND SIGNATURES

I, the undersigned, have read and understand the statements on page 1 of this application. I acknowledge that the information 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.

If any of these entities are a company and not an individual, write: "Company Name (Contact's Name)"

Owner Name _____ Email _____

Address, City, State, ZIP _____ Phone _____

Signature _____ Date _____

Applicant (if not the Owner) Name _____ Email _____

Address, City, State, ZIP _____ Phone _____

Signature _____ Date _____

Contractor (if not the Owner) Name _____ Email _____

Address, City, State, ZIP _____ Phone _____

Signature _____ Date _____

Architect/Engineer (if not the Contractor) Name _____ Email _____

Address, City, State, ZIP _____ Phone _____

Signature _____ Date _____

Other (please specify) Name _____ Email _____

Address, City, State, ZIP _____ Phone _____

Signature _____ Date _____

***** **THIS SECTION FOR STAFF USE ONLY** *****

Date Submitted _____ Application correct? ☐ Yes ☐ No Zoning Code _____ Receipt # _____ Permit # _____

Corner lot? ☐ Yes ☐ No

Easements/ROWS _____

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Effective 7/01/2023

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