

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.

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

PROJECT INFORMATION

Special Land Use Type (as defined in zoning code)

*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

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.

10

SPECIAL LAND USE PERMIT 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 \$250	= \$	+ \$500	= \$

CONTACT INFORMATION & AGREEMENT

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

Page 2 of 2