

ZONING PERMIT APPLICATION

A zoning permit is required prior to construction of a new or expansion of an existing driveway/parking area and for the construction of all buildings, including those which do not require a building permit. Fences and signs are processed under separate permits. Conditions of zoning permit are included on the backside of this application.

Applicant(s)		Phone Number
Email Address <i>Required</i>		
Address		Daytime
	Email:	
<i>Interest in Properties (Check One)</i>	<input type="checkbox"/> Owner <input type="checkbox"/> Represent Owner <input type="checkbox"/> Option to Buy <input type="checkbox"/> Lessee <input type="checkbox"/> Other: _____	
PROJECT ADDRESS:	400- ____-____-____-____ Owner: _____ Address: _____ _____	Current Zoning District _____ Phone Number _____
Property use is/will be: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Office <input type="checkbox"/> Vacant Is this a corner lot: <input type="checkbox"/> YES <input type="checkbox"/> NO		
Proposed Activity	<i>Please describe all proposed changes to the use, building and site:</i>	
Please provide a plot plan that includes the following information:	<input type="checkbox"/> Lot Dimensions <input type="checkbox"/> Front, rear and side yard setbacks for all existing and proposed structures (setbacks are measured to the property lines) <input type="checkbox"/> Label adjacent public and private roads <input type="checkbox"/> Location and sizes of all existing and proposed structures <input type="checkbox"/> Driveways (location and dimensions), easements, north indicator	

The undersigned hereby certifies that the information and statements provided on this application are true, accurate and complete.

Applicant Signature: _____ Date: _____

For Office Use Only -----	Required Reviews	Approve / Deny	Initials
Fee Paid: _____	<input type="checkbox"/> Zoning Administrator	<input type="checkbox"/> <input type="checkbox"/>	_____
Date Received: _____	Conditions of Approval: _____		

Conditions

- No construction of any kind is permitted within the public right-of-way except that a right-of-way permit from the City of Grand Ledge Public Service Department may be issued for the construction of a new or expansion of an existing driveway approach. Such permit may not be issued until a zoning permit has been approved by the City of Grand Ledge Zoning Administrator.
- The applicant is responsible for identifying property/right-of-way lines to ensure that the proposed work is conducted within the confines of the subject property, does not extend into the public right-of-way and complies with all setback requirements of the Zoning Ordinance.
- The City of Grand Ledge has no jurisdiction over master deed restrictions. Approval of a zoning permit will be issued if the proposed work complies with the City of Grand Ledge Zoning Ordinance. The applicant/property owner should be aware that there may be deed restrictions regarding decks, additions, accessory structures, driveways, parking spaces, etc. Please contact your homeowners/condominium association prior to commencing any type of construction.

