



CITY OF OWOSSO
 301 W. Main Street, Owosso, Michigan 48867
 Phone (989)725-0535 Fax (989)725-0546
 E-mail: building@ci.owosso.mi.us

\$50 Application Fee

ZONING COMPLIANCE APPLICATION FOR NEW CONSTRUCTION

APPLICANT

Name:	
Address:	City, State, Zip:
Phone:	E-Mail:

PROPERTY OWNER

Check box only if Property Owner is the same as the Applicant

Name:	
Address:	City, State, Zip:
Phone:	E-Mail:

*The applicant/owner acknowledges review of the site plan requirements in the zoning ordinance
 (available at www.ci.owosso.mi.us or at the City Hall)*

PROJECT INFORMATION

Location:		
Property/Parcel I.D. Number(s): 050 -	Zoning District:	
Current Use(s) & Occupancy:		
Project Name (if any):		
Estimated Project Costs:	Lot Size or Number of Acres:	
Square Footage of Existing Building(s):	Total Area of Site Being Disturbed (including lawn):	
Square Footage of Proposed Building(s):	Number of Floors:	Total Height:
Number of Off Street Parking Spaces:	Is this Property Accessed via Private Road:	

NO WORK – INCLUDING EARTHWORK – MAY COMMENCE UNTIL THIS APPLICATION IS APPROVED

ARCHITECT/ENGINEER

Name:	
Address:	City, State, Zip:
Phone:	E-Mail:

SURVEYOR

Name:	
Address:	City, State, Zip:
Phone:	E-Mail:

CONSTRUCTION PROPOSED

Check all that apply

RESIDENTIAL		NON-RESIDENTIAL	
	One Family – new		Warehousing (storage)
	Duplex – new		Food & Beverage Service
	One Family – alteration or addition		Office
	Duplex – alteration or addition		Institutional
	Multi Family – new		Retail
	Multi Family – alteration or addition		Outdoor Service/Sales
	Number of Units		Personal Services
	Other, Describe:		Automotive Sales
			Assembly (describe):
			Outdoor Storage (describe):
			Public Use (describe):

PROVIDE A SITE PLAN

Site plans for all non-residential as well as multi-family residential must be drawn and sealed by a licensed architect, engineer or surveyor

ZONING COMPLIANCE PERMIT APPLICATION INSTRUCTIONS

- No Construction in any district shall be enlarged or extended or any work commenced that will change the present use of any structure without a Zoning Compliance Permit issued by the City.
- Every applicant for a Zoning Compliance Permit shall state in writing the intended use of the building and shall furnish a sketch, survey or other drawing in such scale and detail as may be required by the City, which shall show the lot shape, dimensions and indicate the size, shape and location of the building, all easements, rights-of-way, significant topographical features and proposed and existing driveways and landscaping.
- A Zoning Compliance Permit shall expire 12 months from the date of issuance unless there has been substantial progress for which the Permit was issued.
- I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized to make this application. I further certify that the proposed plans as shown are accurate to the best of my knowledge and if required contain a correct legal description.
- This application does not cover all permits required by City of Owosso.
- Additionally, the applicant/owner agrees that issuance of the Zoning Compliance Permit carries with it a condition allowing on-site inspection of the premises, both in review of the site plan and later to confirm compliance with the site plan. Applicant/Owner or their agents agree to immediately cease work on that portion of the property identified as a violation.

Applicant Name (print): _____

Applicant Name (sign): _____

Date: _____

If the applicant is other than the owner, the owner hereby grants permission for the applicant to act in his/her behalf

Owner Name (print): _____

Owner Name (sign): _____

Date: _____

- Some development must undergo a formal site plan review.
- This is not a Construction Permit. If Zoning Compliance is granted, you will then be required to submit all necessary applications for construction and copies of other required agency permits.
- A site plan of your own design may be submitted; however the City has the right to request a copy of a survey or an engineered site plan.

OFFICE USE

Review Comments/Conditions of Approval:

Planning/Zoning Department <i>(Additional Permits/Fees Required)</i>	Building Department <i>(Additional Permits/Fees Required)</i>
--	---

	New Business License		Construction Permit
	Site Plan Review Application		Electrical Permit
	Grading Permit		Mechanical Permit
	Zoning Boards of Appeals Application		Plumbing Permit
	Other (list):		Sign Permit
			Fence Permit
			Other (list):

Planning/Zoning Notes:	Building Notes:

Public Utilities Department <i>(Additional Permits/Fees Required)</i>	Fire Department <i>(Additional Permits/Fees Required)</i>
---	---

	Right-of-Way Permit		Fire Suppression
	Water Connection Permit		Fire/Smoke Detectors
	Sewer Connection Permit		Chemical Survey
	Other (list):		Special Hazard Permit
			Other (list):

Public Utilities Notes:	Fire Notes:

Approved Denied

Comments:

Planning/Zoning Signature

Date