



CITY OF OWOSSO
 301 W. Main Street, Owosso, Michigan 48867
 Phone (989)725-0535
 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	
<input type="checkbox"/>	One Family – new	<input type="checkbox"/>	Warehousing (storage)
<input type="checkbox"/>	Duplex – new	<input type="checkbox"/>	Food & Beverage Service
<input type="checkbox"/>	One Family – alteration or addition	<input type="checkbox"/>	Office
<input type="checkbox"/>	Duplex – alteration or addition	<input type="checkbox"/>	Institutional
<input type="checkbox"/>	Multi Family – new	<input type="checkbox"/>	Retail
<input type="checkbox"/>	Multi Family – alteration or addition	<input type="checkbox"/>	Outdoor Service/Sales
<input type="checkbox"/>	Number of Units	<input type="checkbox"/>	Personal Services
<input type="checkbox"/>	Other, Describe:	<input type="checkbox"/>	Automotive Sales
		<input type="checkbox"/>	Assembly (describe):
		<input type="checkbox"/>	Outdoor Storage (describe):
		<input type="checkbox"/>	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	Building Department
<i>(Additional Permits/Fees Required)</i>	<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	Fire Department
<i>(Additional Permits/Fees Required)</i>	<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