

**APPLICATION FOR ZONING LAND USE APPROVAL
CITY OF ESCANABA, ESCANABA, MI 49829**

We, the undersigned, owner(s)/agent(s) of the following described property hereby apply to you for a Zoning Land Use Permit, with a plan drawn to scale, showing actual dimensions and shape of the lot, exact sizes and locations of existing buildings on the lot, and locations and dimensions of the proposed buildings or alterations. The property owner(s) shall verify any existing easement(s) and/or right-of-way(s). The applicant certifies the information submitted is accurate. The applicant states that he/she has the property owner's authority to execute this agreement and permit. The undersigned, owner(s)/agent(s) further understand and have received a Development Handbook for Site Plan Standards and Parking and Circulation requirements as found in Escanaba's Zoning Ordinance. **Any certificate issued upon a false statement of any fact which is material to the issuance hereof, shall be void. All questions must be answered.**

LEGAL DESCRIPTION OF PROPERTY: _____ **ASSESSOR #:** _____

LOT INFORMATION:

PROPERTY OWNER(S): _____

PHONE NUMBER: _____ **E-MAIL ADDRESS:** _____

PROPERTY ADDRESS: _____

TYPE OF LOT: (circle one) *Corner Lot* *Interior Lot* *Other:* _____

*Please note the dimensions on your site plan as well

SIZE OF LOT: _____ **LENGTH OF LOT:** _____ **WIDTH OF LOT:** _____

IRREGULAR LOT: _____ **PROPERTY ZONED:** _____

BUILDING INFORMATION:

TYPE OF BUILDING: (check one)

- Multi-family building containing 5 or more dwelling units*
- A building conversion from a commercial use to any other use on Ludington Street between Lincoln Road and 2nd Street*
- A principal nonresidential building or structures permitted in a residential district*
- A communication tower*
- A commercial building 5,000 square feet or more in size*
- Industrial building and/or use*
- A Residential Planned-Unit Development*
- Special Land Use Permit Request*
- Planned Commercial Development*
- Special Planned District Development*
- Change of Use: FROM* _____ *TO* _____
- Other:* _____

SIZE OF BUILDING: _____ **EXISTING FLOOR AREA:** _____

PROPOSED % OF LOT COVERED BY STRUCTURE(S) _____

PROPOSED USE: _____

OF STORIES: _____ **HEIGHT OF BUILDING:** (feet and stories) _____

ROOF TYPE: (circle one) *Gambrel* *Mansard* *Flat* *Gable* *Hip*

SETBACKS: (from property line) **FRONT:** _____ **SIDES:** _____ **and** _____ **REAR:** _____

IS THE PROPERTY IN A 100 YEAR FLOOD PLAIN? NO ___ YES ___ **PANEL #** _____ **PANEL DATE** _____

ESTIMATED VALUE OF CONSTRUCTION: _____

APPROVED VARIANCES: _____

I certify that the information contained herein is true and accurate: (Please print)

COMPANY NAME/APPLICANT: _____ **DATE:** _____

SUBMITTED BY: _____

SIGNATURE: _____ **PHONE:** _____

OFFICE USE ONLY:

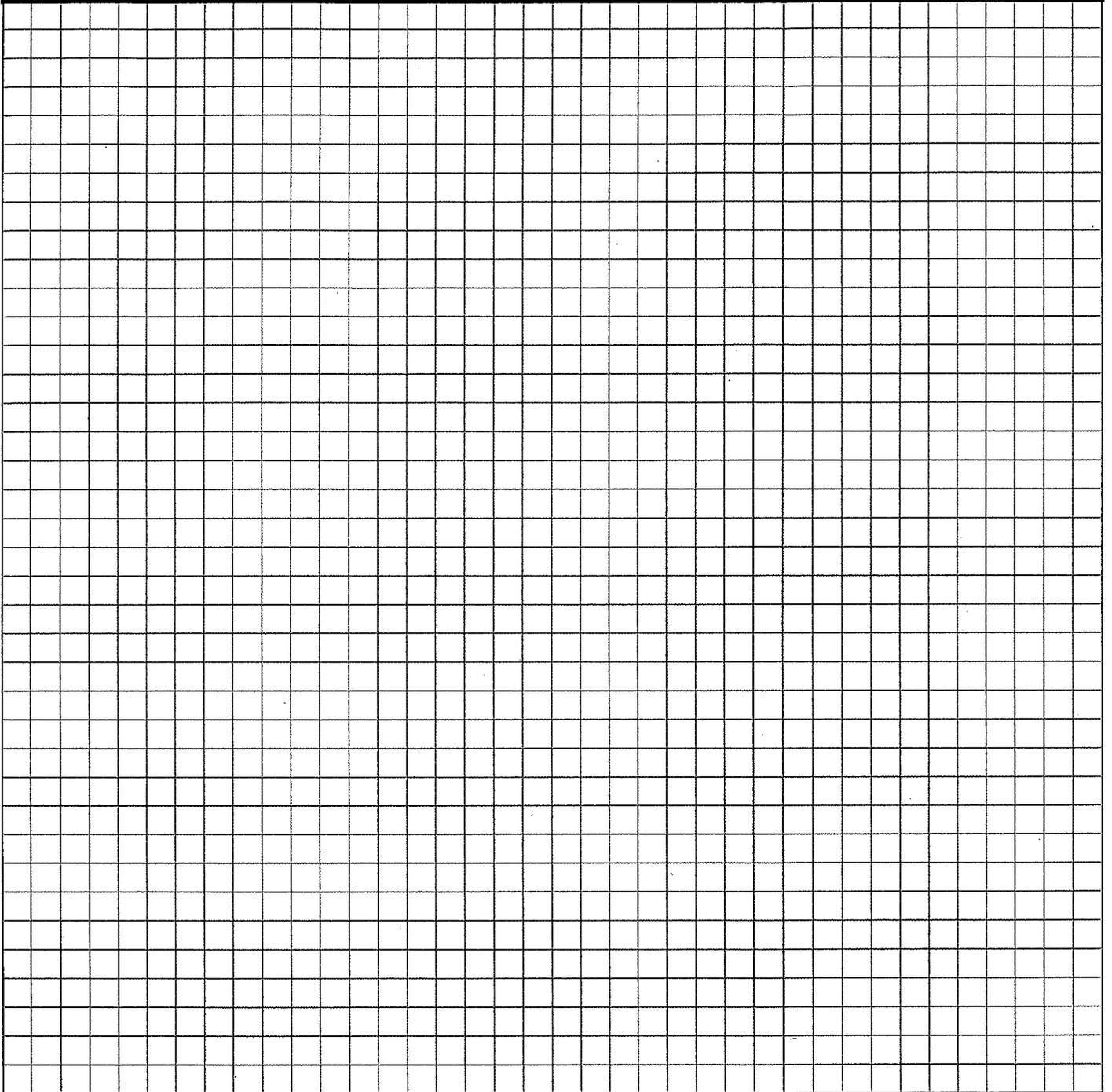
DATE RECEIVED: _____ **APPROVED:** _____ **DISAPPROVED:** _____

IF APPLICATION IS DENIED, REASON FOR DENIAL: _____

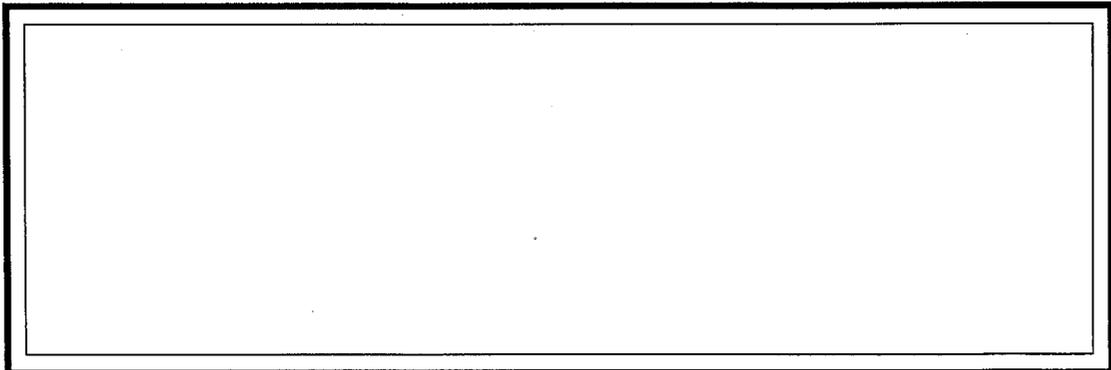
SPECIAL REQUIREMENTS OF APPROVAL: _____

SIGNATURE OF REVIEWER: _____ **DATE:** _____

Work Site or Plot Plan for Applicant Use:



IMPORTANT NOTICE: No structure(s) can be erected, constructed or installed on City-owned property, utility easement or right-of-way.



MINIMUM REQUIRED SITE PLAN DIAGRAM REQUIREMENTS

(Cross-Reference: Zoning Ordinance – Chapter 18 Site Plan and Sketch Plan Standards)

All applications for land use permits (zoning approval) must be submitted to the City of Escanaba for review and approval prior to the land use permit being issued. **A site plan submission must be accompanied by fifteen (15) copies of a diagram drawn to scale.** The City of Escanaba shall review all site plan applications for completeness and prepare submittals for review to the Planning Commission. **A site plan is required for the following land uses, buildings, and structures:**

- A. All multi-family buildings containing five (5) or more dwelling units.
- B. Building conversions from a commercial use to any other use on Ludington Street between Lincoln Road and 2nd Street.
- C. All principal nonresidential buildings or structures permitted in any residential district.
- D. Communication towers.
- E. All commercial buildings 5,000 square feet or more.
- F. All industrial buildings and uses.
- G. All Special Land Use requests.
- H. All Residential Planned-Unit Developments.
- I. All Planned Commercial Developments.
- J. All Special Planned District Developments.

Prohibitions Prior to Site Plan Approval. The following practices are prohibited for any development for which site plan approval is required until a site plan is approved and is in effect. Any violation of this prohibition shall be subject to the legal and administrative procedures and penalties cited in Chapter 2, Administration, Enforcement and Penalty, Section 212, Violations.

- A. Grading activities which; changes the elevation of the site, alter the drainage patterns of the site, increase storm water runoff, cause or are likely to cause soil erosion.
- B. Removal of vegetation which form a visual or sound buffer.
- C. Start of any construction activities which are part of a new development for which a site plan is required. Such activities include but are not limited to; building of access roads or driveways, demolition of existing structures, excavation for foundations, placement of pavement, pouring of concrete, construction of curb cuts, placement of exterior signage, extension or upgrade of sewer or water lines, placement of sidewalks, and building additions.
- D. Exceptions may be granted by the Code Official or referred to the Planning Commission to allow access for surveying, soil testing equipment, removal or cleanup of areas of the sites, removal of dead or diseased vegetation or removal of blighted conditions.

Site Plan Diagram Requirements. A land use permit application shall be accompanied by a filing fee established by resolution of the City Council. Site plans shall be sealed by a registered architect or engineer, except site plans to be referred to the Planning Commission for approval may defer this requirement until receiving Planning Commission approval. Site plans shall be drawn to scale, rendered on a minimum sheet size of 24 inches by 36 inches and shall include the following:

- A. The site plan must consist of an accurate, reproducible drawing at a scale of one (1) inch equals twenty (20) feet or less, showing the site, its zoning classification, location, type and size of structures and/or land on adjacent properties within two hundred (200) feet of the property.
- B. A boundary survey of the property prepared by a registered surveyor showing the location of proposed and/or existing property lines, dimensions, legal descriptions, setback lines and monument locations.
- C. Location and type of significant existing vegetation as determined by a qualified, city approved authority.
- D. Location and elevations of existing water courses and water bodies, including county drains and manmade surface drainage ways.
- E. Location of existing and/or proposed buildings and intended uses thereof, as well as the length, width, and height of each building.
- F. Proposed location of accessory structures, buildings and uses, including but not limited to, all flagpoles, light poles, storage sheds, transformers, air conditioners, generators and similar equipment, and the method of screening where applicable and the location of snow storage areas.
- G. Location of existing public roads, rights-of-way, and private easements of record and abutting streets. Dedication of any right-of-way for widening, extension, or connection of major streets as shown on the official Master Street Plan, and granting of easement(s) for public utilities where required.
- H. Location and dimensions of proposed streets, drives, curb cuts, and access easements, as well as acceleration, deceleration and passing lanes (if any) serving the development.
- I. Location, design, and dimensions of existing and/or proposed curbing, barrier free access, carports, parking areas (including indication of all spaces and method of surfacing), fire lanes and all lighting thereof.
- J. Location, size, and characteristics of all loading and unloading areas.
- K. Location and design of all sidewalks, walkways, bicycle paths and areas for public use.
- L. Location of water supply lines and/or wells, including fire hydrants and shut-off valves, and the location and design of storm sewers, retention or detention ponds, waste water lines, clean-out locations, connection points and treatment systems, including septic systems, if applicable.
- M. Location of all other utilities on the site, including but not limited to natural gas, electric, cable TV, telephone and steam.
- N. Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools, if applicable.
- O. Location, size, and specifications of all signs and advertising features.
- P. Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be used.
- Q. Location, height, size and specifications of all fences, walls, and other screening features with cross sections.
- R. Location and specifications for all proposed perimeter and internal landscaping and other buffering features. For each new landscape material, the proposed size at the time of planting must be indicated. All vegetation to be retained on the site must also be indicated, as well as its typical size by general location or range of sizes as appropriate.
- S. Location, size, and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- T. Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by government authorities.
- U. Identification of any significant site amenities or unique natural features.
- V. Identification of any significant views onto or from the site to or from adjoining areas.
- W. North arrow, scale and date of original submittal and last revision.
- X. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan.

REVIEW AND APPROVAL PROCEDURE FOR ALL SITE PLANS

(The following requirements must be met for all site plan reviews)

Pre-application Conference. Before submitting an application, an applicant may meet with the Code Official to review the proposed project, the City of Escanaba Code of Ordinances, and the City Comprehensive Plan. A pre-application conference may be held with the Planning Commission for the purpose of establishing general guidelines and eliciting feedback from the members of the Planning Commission regarding specific questions or problems areas. The pre-application conference is a vehicle intended to provide the applicant with general guidance prior to the expenditure of large amounts of time and money in the planning effort. Pre-application conferences shall be scheduled and heard at regular or special Planning Commission public meetings.

Application. An applicant shall apply for site plan consideration not less than twenty-one (21) calendar days before the date on which such site plan shall be reviewed by the Planning Commission. All site plans shall be submitted to the Code Official for review according to the standards and requirements of this Code.

Official Review. The Code Official shall circulate site plans to the relevant agencies or officials for comments as to the proposed development's conformance to all applicable standards and requirements and whether approval of the site plan is recommended.

Approval; Referral. Once the Code Official deems the site plans or site diagram to be complete, the plan shall be referred to the Planning Commission for review with a recommendation to approve, deny, or modify the site plan. If modifications are recommended, the applicant shall be notified in advance of the Planning Commission meeting so that adjustments can be made prior to such meeting. A site plan shall be deemed approved only upon the signature of the Code Official on a land use permit. No land use permit or building permit shall be issued without an approved site plan.

Time Limits. Ten (10) days shall be allowed for departmental review of all site plans and site diagrams (seven (7) days for site plans which have been approved by the Planning Commission). If, for any reason, the Code Official cannot process the plan within these time limits, he or she shall so notify the applicant and shall set a date for finalizing the review.

Public Hearing Requirement. Prior to voting on a final site plan, the Planning Commission shall hold a public hearing so as to facilitate public review and understanding of the proposed development. Notice of the date, time, location and subject matter of the public hearing shall be published in a newspaper of general circulation in the City at least fifteen (15) days before the actual hearing date.

Planning Commission Review. Once a site plan is forwarded to the Planning Commission, the Planning Commission shall review the site plan according to the standards and requirements of this chapter. The Planning Commission shall approve or deny the site plan (not the use) according to the standards and requirements of this Code within forty-five (45) days of submission of said plan.

Site Plan Approval. Upon Planning Commission approval of a site plan, the applicant, the owner(s) of record, or the legal representative thereof, the Planning Commission Chairperson and one (1) other member of the Planning Commission shall each sign four (4) copies of the approved site plan. The Planning Commission shall transmit one (1) signed copy of the plan and any conditions attached to the Code Official, and one (1) signed copy each to the Office of the City Clerk and the applicant. One (1) signed copy shall be retained in the Planning Commission file.

Site Plan Rejection. The property owner may appeal a decision of the Code Official or Planning Commission to the Zoning Board of Appeals.

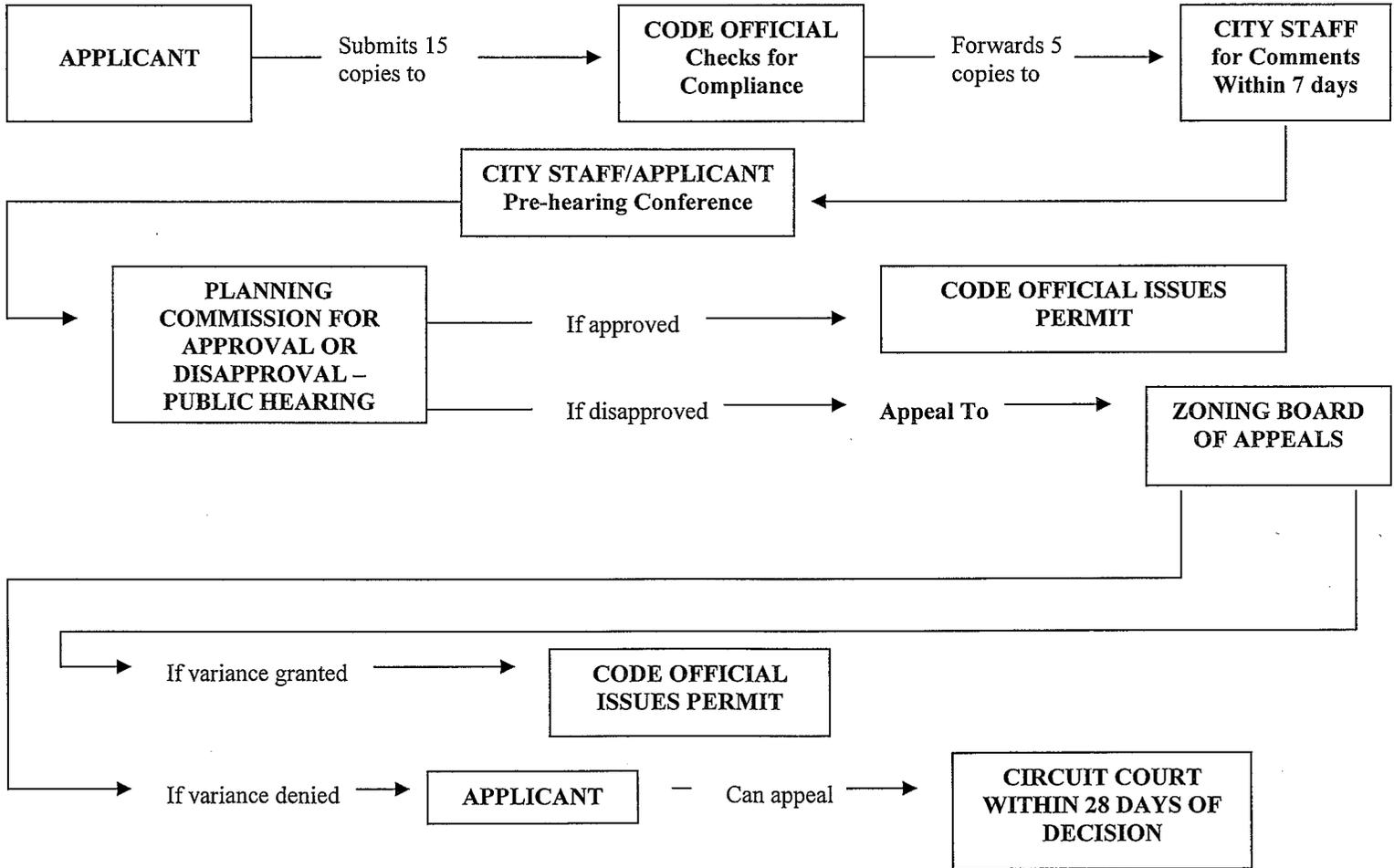
General. A site plan shall conform to all applicable requirements of the local, State and federal laws and ordinances and approval may be conditioned upon the applicant receiving necessary local, State and federal permits before final site plan approval or an occupancy permit is granted. In addition, a development shall conform to the following site development standards which shall be reflected on the site plan:

- A. Primary structures shall be oriented so that their main entrance faces the street upon which the lot fronts. If the development is on a corner lot, the main entrance may be oriented to either street or to the corner.
- B. All roof-mounted equipment, including satellite dishes and other communication equipment, must be screened from recreation trails or from public sidewalks adjacent to the site by a parapet wall or similar architectural feature.
- C. Reasonable visual and sound mitigation shall be provided. Fences, walls, barriers and landscaping shall be used appropriately for the protection and enhancement of property and for the privacy of its occupants.
- D. Every principal building or groups of buildings shall be so arranged as to permit emergency access by some practical means to all sides.
- E. Every development shall have legal access to a public or private street.
- F. The development, where possible, shall provide vehicular and pedestrian circulation systems which reflect and extend the pattern of streets, pedestrian and bicycle ways in the area. Travelways which connect and serve adjacent development shall be designed appropriately to carry the projected traffic.
- G. A pedestrian circulation system shall be provided which is physically separated and insulated as reasonably possible from the vehicular circulation system.
- H. All parking areas shall be designed to facilitate safe and efficient vehicular and pedestrian circulation, minimize congestion at points of access and egress to intersecting roads, to encourage the appropriate use of alleys and minimize the negative visual impact of such parking areas.
- I. Where the opportunity exists, developments shall use shared drives. Unnecessary curb cuts shall not be permitted.
- J. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which are visible from residential districts or public rights-of-way shall be screened by a vertical screen consisting of structural and/or plant materials not less than six feet in height.
- K. Exterior light sources shall be deflected downward and away from adjacent properties and rights-of-way.
- L. Adequate utilities shall be provided to properly serve the development. All utilities shall be placed underground.
- M. Sites at which hazardous substances and potential pollutants are stored, used or generated shall be designed to prevent spills and discharges to the air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.
- N. All premises shall be graded and maintained to prevent the accumulation of stagnant water thereon, or onto adjacent property or within any structure located thereon.
- O. Proof that all other provisions of the code have been met.

SITE PLAN REVIEW/APPROVAL DEVELOPMENT FLOWCHART
 (Reference Ordinance No. 1028, Zoning Ordinance, Chapter 17., Parking and Circulation Requirement and Chapter 18., Site Plan and Sketch Plan Standards)

Site Plan Review and Approval is required for the following:

- A. For Multi-Family Buildings Containing Five or More Dwelling Units
- B. Building Conversions From a Commercial Use to Any Other Use on Ludington Street Between Lincoln Road and 2nd Street
- C. All Principle Non-Residential Buildings or Structures Permitted in Any Residential District
- D. Communication Towers
- E. All Commercial Buildings 5,000 Square Feet or More
- F. All Industrial Buildings and All Uses
- G. All Special Land Use Requests



Accessibility and Existing Structures

**By Irvin J. Poke, Chief
Plan Review Division**

BCC Bulletin

The state Barrier Free Design Act, 1966 PA 1, incorporates accessibility into the building code and prescribes the enforcement to the local building departments. The act does not require buildings that existed before July 1975 to be brought into compliance until they undergo alteration or a change in use.

An alteration is the physical rearrangement or addition of space and building elements. The repair, removal, or replacement of finishes and fixtures are not considered alterations. A building owner may repair finishes or completely remove and replace them and will not be subject to the requirements of accessibility. This also holds true for the removal and replacement of kitchen and bathroom fixtures, as long as they are not relocated.

The change in use is based on the use group classifications in the Michigan Building Code (MBC). Change of ownership is not considered a change in use. If a building classified for mercantile use changes ownership, however, the building continues to be used for mercantile purposes, there is no change of use, therefore, accessibility requirements may not be applied. It does not matter that the type of merchandise may change, such as shoes to electronics. If the same building is transformed to a use that offers professional services, it has undergone a change from a mercantile (M) to business (B) use. Under this circumstance, the accessibility requirements are applicable, even if no alteration is performed.

Under the state statute, 1966 PA 1, Section 2, the level of compliance is determined by the percentage of the total square feet of the facility involved in the alteration or change in use. If the area involved is less than 50% of the total area of the facility, the accessibility requirements are applied to the area altered and a route to that area from the nearest entrance. If the area involved is 50% or more, the building would be subject to the requirements of accessibility as if it were new construction.

Existing structures that are private residences with not more than three dwelling units are exempt from compliance. An existing structure with four or more dwelling units of a non-residential use would be required to comply if altered or involved in a use change. The MBC provides some automatic relief for existing buildings under Section 3408. Compliance for existing residential buildings is based on the number of units altered. For example, if three units are altered, no compliance is required. If four or more units are altered, compliance is based on the number of units altered, not on the total number of units in the building. Refer to MBC Section 3408.7.8.

The accessibility requirements apply to all buildings except private one-and two-family dwellings, utility, and high hazard structures. However, the state Barrier Free Design statute provides for the granting of exceptions to the accessibility requirements by the state Barrier Free Design Board. When a building owner demonstrates one or more reasons of compelling need, the board may grant a special exception to deviate from or waive the requirements altogether. The statute identifies structural limitations, economic hardship, practicable difficulty, jurisdictional conflict, and historical structures as reasons of compelling need.

Many existing buildings may qualify for an exception for two or more of these reasons. However, it is the owner's burden to present credible evidence of compelling need. In using the reason of historical structure, evidence that comply with the accessibility requirements would destroy the historical significance must be presented.

Questions may be directed to the Plan Review Division at 517-241-9328.

AUTHORITY: P.A. 230 OF 1972, AS AMENDED
 COMPLETION: MANDATORY TO OBTAIN PERMIT
 PENALTY: PERMIT WILL NOT BE ISSUED

THE Delta Co. Zoning - Building Dept. WILL NOT
 DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX,
 RELIGION, AGE, NATIONAL ORIGIN, COLOR, MARITAL STATUS, HANDICAP, OR
 POLITICAL BELIEFS.

**APPLICATION FOR
 PLAN EXAMINATION AND
 BUILDING PERMIT**

IMPORTANT - Applicant to complete all items in sections: I, II, III, IV, and IX.

I. LOCATION OF BUILDING	AT (LOCATION) _____	(NO.)	(STREET)		ZONING DISTRICT _____
	BETWEEN _____	(CROSS STREET)	AND _____	(CROSS STREET)	
	SUBDIVISION _____	LOT _____	BLOCK _____	LOT SIZE _____	

11. TYPE AND COST OF BUILDING - A// applicants complete Parts A - D

<p>A. TYPE OF IMPROVEMENT</p> <p>1 <input type="checkbox"/> New building</p> <p>2 <input type="checkbox"/> Addition (If residential, enter number of new housing units added, if any, in Part D, 13)</p> <p>3 <input type="checkbox"/> Alteration (See 2 above)</p> <p>4 <input type="checkbox"/> Repair, replacement</p> <p>5 <input type="checkbox"/> Wrecking (If multifamily residential, enter number of units in building in Part D, 13)</p> <p>6 <input type="checkbox"/> Moving (relocation)</p> <p>7 <input type="checkbox"/> Foundation only</p>	<p>D. PROPOSED USE - For "Wrecking" most recent use</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Residential</p> <p>12 <input type="checkbox"/> One family</p> <p>13 <input type="checkbox"/> Two or more family - Enter number of units → _____</p> <p>14 <input type="checkbox"/> Transient hotel, motel, or dormitory - Enter number of units - → _____</p> <p>is <input type="checkbox"/> Garage</p> <p>16 <input type="checkbox"/> Carport</p> <p>17 <input type="checkbox"/> Other - Specify _____</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Nonresidential</p> <p>18 <input type="checkbox"/> Amusement, recreational</p> <p>19 <input type="checkbox"/> Church, other religious</p> <p>20 <input type="checkbox"/> Industrial</p> <p>21 <input type="checkbox"/> Parking garage</p> <p>22 <input type="checkbox"/> Service station, repair garage</p> <p>23 <input type="checkbox"/> Hospital, institutional</p> <p>24 <input type="checkbox"/> Office, bank, professional</p> <p>25 <input type="checkbox"/> Public utility</p> <p>26 <input type="checkbox"/> School, library, other educational</p> <p>27 <input type="checkbox"/> Stores, mercantile</p> <p>28 <input type="checkbox"/> Tanks, towers</p> <p>29 <input type="checkbox"/> Other - Specify _____</p> </td> </tr> </table>	<p>Residential</p> <p>12 <input type="checkbox"/> One family</p> <p>13 <input type="checkbox"/> Two or more family - Enter number of units → _____</p> <p>14 <input type="checkbox"/> Transient hotel, motel, or dormitory - Enter number of units - → _____</p> <p>is <input type="checkbox"/> Garage</p> <p>16 <input type="checkbox"/> Carport</p> <p>17 <input type="checkbox"/> Other - Specify _____</p>	<p>Nonresidential</p> <p>18 <input type="checkbox"/> Amusement, recreational</p> <p>19 <input type="checkbox"/> Church, other religious</p> <p>20 <input type="checkbox"/> Industrial</p> <p>21 <input type="checkbox"/> Parking garage</p> <p>22 <input type="checkbox"/> Service station, repair garage</p> <p>23 <input type="checkbox"/> Hospital, institutional</p> <p>24 <input type="checkbox"/> Office, bank, professional</p> <p>25 <input type="checkbox"/> Public utility</p> <p>26 <input type="checkbox"/> School, library, other educational</p> <p>27 <input type="checkbox"/> Stores, mercantile</p> <p>28 <input type="checkbox"/> Tanks, towers</p> <p>29 <input type="checkbox"/> Other - Specify _____</p>
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<p>B. OWNERSHIP</p> <p>8 <input type="checkbox"/> Private (individual, corporation, nonprofit institution, etc.)</p> <p>9 <input type="checkbox"/> Public (Federal, State, or local government)</p>			

<p>C. COST</p> <p>10. Cost of improvement <i>To be installed but not included in the above cost</i></p> <p>a. Electrical</p> <p>b. Plumbing</p> <p>c. Heating, air conditioning</p> <p>d. Other (elevator, etc.)</p> <p>11. TOTAL COST OF IMPROVEMENT \$ _____</p>	(Omit cents)	<p>Nonresidential - Describe in detail proposed use of buildings, e. g., food processing plant, machine shop, laundry building at hospital, elementary School, secondary school, college, parochial school, parking garage for, department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.</p> <p>_____</p> <p>_____</p> <p>_____</p>
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III. SELECTED CHARACTERISTICS OF BUILDING - For new buildings and additions, complete Parts E - L; for wrecking, complete only Part J, for all others skip to IV.

<p>E. PRINCIPAL TYPE OF FRAME</p> <p>30 <input type="checkbox"/> Masonry (wall bearing)</p> <p>31 <input type="checkbox"/> Wood frame</p> <p>32 <input type="checkbox"/> Structural steel</p> <p>33 <input type="checkbox"/> Reinforced concrete</p> <p>34 <input type="checkbox"/> Other - Specify _____</p>	<p>G. TYPE OF SEWAGE DISPOSAL</p> <p>40 <input type="checkbox"/> Public or private company</p> <p>41 <input type="checkbox"/> Private (septic tank, etc.)</p>	<p>J. DIMENSIONS</p> <p>48. Number of stories _____</p> <p>49. Total square feet of floor area, all floors, based on exterior dimensions _____</p> <p>50. Total land area, sq. ft. _____</p>	
	<p>H. TYPE OF WATER SUPPLY</p> <p>42 <input type="checkbox"/> Public or private company</p> <p>43 <input type="checkbox"/> Private (well, cistern)</p>	<p>K. NUMBER OF OFF-STREET PARKING SPACES</p> <p>51. Enclosed _____</p> <p>52. Outdoors _____</p>	
<p>F. PRINCIPAL TYPE OF HEATING FUEL</p> <p>35 <input type="checkbox"/> Gas</p> <p>36 <input type="checkbox"/> Oil</p> <p>37 <input type="checkbox"/> Electricity</p> <p>38 <input type="checkbox"/> Coal</p> <p>39 <input type="checkbox"/> Other - Specify _____</p>	<p>1. TYPE OF MECHANICAL</p> <p>Will there be central air conditioning?</p> <p>44 <input type="checkbox"/> Yes 45 <input type="checkbox"/> No</p> <p>Will there be an elevator?</p> <p>46 <input type="checkbox"/> Yes 47 <input type="checkbox"/> No</p>	<p>L. RESIDENTIAL BUILDINGS ONLY</p> <p>53. Number of bedrooms _____</p> <p>54. Number of bathrooms</p> <p style="text-align: right;">Full Partial</p>	

IV. IDENTIFICATION - To be completed by all applicants

Name		Mailing address - Number, street, city, and State	ZIP code	Tel. No.
1. Owner or Lessee				
2. Contractor			Builder's License No.	
3. Architect or Engineer				

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of applicant	Address	Application date
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Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

V. PLAN REVIEW RECORD - For office use

Plans Review Required	Check	Plan Review Fee	Date Plans Started	By	Date Plans Approved	By	Notes
BUILDING		\$					
PLUMBING		\$					
MECHANICAL		\$					
ELECTRICAL		\$					
OTHER _____		\$					

VI. ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTION APPROVALS

Permit or Approval	Check	Date Obtained	Number	By	Permit or Approval	Check	Date Obtained	Number	By
BOILER					PLUMBING				
CURB OR SIDEWALK CUT					ROOFING				
ELEVATOR					SEWER				
ELECTRICAL					SIGN OR BILLBOARD				
FURNACE					STREET GRADES				
GRADING					USE OF PUBLIC AREAS				
OIL BURNER					WRECKING				
OTHER _____					OTHER _____				

VII. VALIDATION

Building Permit number _____ Building Permit issued _____ Building Permit Fee \$ _____ Certificate of Occupancy \$ _____ Drain Tile \$ _____ Plan Review Fee \$ _____	<p>FOR DEPARTMENT USE ONLY</p> Use Group _____ Fire Grading _____ Live Loading _____ Occupancy Load _____
Approved by: _____ _____ TITLE	

VIII. ZONING PLAN EXAMINERS NOTES

DISTRICT

USE

FRONT YARD

SIDE YARD

SIDE YARD

REAR YARD

NOTES

IX. SITE OR PLOT PLAN - *For Applicant Use*

FEE SCHEDULE



PROCESS	NON-REFUNDABLE DEPOSIT/FEE (\$)
Appeal of Administrative Decision (Flat Fee) on Zoning Ordinance	\$200.00
Preliminary and Final Plat - Subdivision	\$200.00
Request for Extension of Approval - Subdivision - Planned Commercial Development District - Special Planned District	\$150.00
*Replat	\$200.00
Rezoning	\$200.00
<p>Site Plan Review:</p> <ul style="list-style-type: none"> • Any request for a land use permit, land clearing, or building permit (other than for single, two - family, three - family, or four). • All multi - family buildings containing five (5) or more dwelling units. • Building conversions from a commercial use to any other use on Ludington Street between Lincoln Road and 2nd Street. • All principal nonresidential buildings or structures permitted in any residential district. • Communication towers. • All commercial buildings over 5,000 square feet or more. • All industrial buildings and uses. • All Special Land Use requests. • All Residential Planned - Unit Developments. • All Planned Commercial Developments. • All Special Planned District Developments. • Site Condominium Development 	\$200.00
<p>Sketch Plan Review:</p> <ul style="list-style-type: none"> • Construction, alteration, or addition of/to a single family, two-family or multiple family dwelling with three (3) to four (4) residential dwelling or accessory structures. • Building additions of twenty percent (20%) or less of the existing building not to exceed five thousand (5,000) square feet for buildings requiring site plan approval, provided that no more than four additional parking spaces will be required or provided. Measurements shall be made based on gross floor area of the ground floor area. • Building additions up to 5,000 square feet that do not modify any other site characteristics such as parking, traffic circulation, and drainage. • Mobile Home parks. • All parking lots or additions thereto containing five (5) or more spaces. 	\$25.00
Demolition Permit (Residential)	\$25.00
Demolition Permit (Non-residential)	\$25.00
Fence Permit	\$25.00
Sign Permit	\$25.00
Sign Permit – Special Land Use	\$200.00
Variance – Zoning Board of Appeals	\$200.00
Special Land Use Permits	\$200.00
Excavation Permits	\$10.00

Effective 2/15/2004

**CITY OF ESCANABA
ELECTRIC DEPARTMENT**

**ELECTRICAL NEEDS FOR NEW COMMERCIAL CONSTRUCTION
(To be filed with Zoning Land Use application)**

Please fill in the following information:

Owner name: _____

Owner address: _____

Owner phone number: _____

Owner e-mail address: _____

Contractor/Developer name: _____

Contractor/Developer address: _____

Contractor/Developer phone number: _____

Contractor/Developer e-mail address: _____

Address of building: _____

Lot size: _____

What voltage will be needed: _____

What amperage will be provided: _____

Will it be a 1 or 3 phase service: _____

What is the proposed meter/service entrance location: _____ (*)

What is the proposed transformer location (only applicable if a new transformer is needed):

What is the anticipated winter peak demand: _____

What is the anticipated summer peak demand: _____

Contractor/Developer/Owner Signature: _____

Date: _____

(*) All electrical services must be underground

LETTER OF AUTHORIZATION TO OBTAIN A ZONING LAND USE PERMIT

PURPOSE: All applications for land use permits must be submitted to the City of Escanaba for review and approved prior to permit issuance. Each application must include a site plan and/or site sketch plan and all data necessary to show that the requirements of the Zoning Ordinance are met. The purpose of this form is to authorize an outside party to obtain zoning land use permits on behalf of the property owner. By authorizing this letter, the property owner fully understands complete ordinance compliance is the ultimate responsibility of the property owner.

DATE: _____

To Whom It May Concern:

I, _____, as the owner or agent for the property listed as _____, Escanaba, MI 49829, do authorize

_____ or their authorized agent, to obtain a
(contractor/architect/engineer)
zoning land use permit for the above referenced property on my behalf.

Owner or Agent

Date

Telephone Number

E-Mail Address

Sworn and subscribed to before me this _____ day of _____,
20____ and being personally known to me as _____.

Notary Public

My commission expires: _____, for _____
County, MI.