



CITY OF MUNISING
301 E. Superior Street
Munising, MI 49862
(906)387-2905
www.cityofmunising.org

Application for Zoning Compliance

1. Identification

Project Name _____

Applicant Name _____

Address _____

City/State/Zip _____

Phone (_____) _____ Fax (_____) _____

Interest in the Property (e.g., fee simple, land option, etc.) _____

Property Owner (if other than applicant) _____

Address _____

City/State/Zip _____

Phone (_____) _____

2. Property Information

Property Street Address _____

Permanent Parcel Number _____

Legal Description of Property

Zoning District _____

Area _____ Width _____ Depth _____

Current Use(s) _____

Zoning District of Adjacent Properties to the:

North _____ South _____ East _____ West _____



3. Site Plan Required Elements. Consult *Article 5, Division 1, Section 501 Uses Requiring Site Plan Review* to determine if your project requires is eligible for zoning compliance review. Some projects qualify for site plan review or are altogether exempt from the review process. The site plan for the proposed development shall include all the following information when required (refer to *Article 5, Division 1, Section 506*):

(Section 504(c)) Cover sheet providing:	Completed
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Title block with sheet number/title; name, address, and telephone number of the applicant and firm or individual who prepared the plans; and date(s) of submission and any revisions (month, day, year) _____

Scale and north-point _____

Location map drawn to a separate scale with north-point, showing surrounding land, water features, zoning, and streets within a quarter mile _____

Legal and common description of property including net acreage _____

Zoning classification of petitioner's parcel and all abutting parcels _____

A note on each plan sheet stating "Not to Be Used as Construction Drawings" _____

Buildings and Structures *(if applicable)* _____

1. Existing and proposed buildings and parking lots with dimensions, setbacks, and percent coverage _____

2. Floor plan indicating existing and proposed uses _____

3. Building elevations including materials and colors for all sides with proposed changes. Building material samples shall be submitted to the Zoning Administrator for approval _____

Parking and Access *(if applicable)* _____

1. Existing and proposed driveways _____

Site Data *(if applicable)* _____

1. Existing and proposed landscaping illustrated on the plan and described in a plant list _____

2. Proposed changes to grading and other natural features _____

3. Existing and proposed lighting _____



Application Procedure. The completed site plan, with all elements to be turned in to the City Building Department to commence the review process, shall include all the following information (refer to *Section 16.05*):

Completed Site Plan. A completed site plan including all elements specified above as required for proposed development and property.

Applications, Form and Fees. A completed application form and an application fee.

Proof of Ownership. Current proof of ownership of the land to be utilized or evidence of a contractual ability to acquire such land.

Project Schedule. A narrative indicating the period of time within which the project will be completed.

I, _____ (applicant), do hereby swear that the information given herein is true and correct.

Signature of Applicant

Date

Printed Name of Applicant

Signature of Property Owner (if different)

Date

Printed Name of Property Owner (if different)

I, _____ (property owner), hereby give permission for City of Munising officials, staff, and consultants to go on the property for which the above referenced site plan is proposed for purposes of verifying information provided on the submitted application.

**OFFICE USE
ONLY**

Date Filed _____

Hearing Date _____

Fee Paid _____

Receipt _____

Remarks