



Middleville
= MICHIGAN =

APPLICATION FOR ZONING COMPLIANCE PERMIT

Village of Middleville, PO BOX 69, 100 E. Main St., Middleville, MI 49333

Contact: Planning and Zoning Administrator

Phone: 269-795-3385

Fax: 269-795-8889

Email: info@villageofmiddleville.org

PERMIT: # _____ - _____

FEE: _____

DATE: _____

PCI

Assessor

INSTRUCTIONS

- Please print legibly and provide all information requested. Incomplete or illegible applications may be returned.
- Include a site plan drawing of your proposed construction along with applicable permit fees and sewer or water connection fees.
- All fees must be paid before a permit can be issued.
- Submission of a formal plan may be required depending on the nature of your project.
- Please consult the Village Code of Ordinances at our website www.villageofmiddleville.org for details on these and other regulations governing your proposed project. Note that proper review of Zoning Permit Application takes time. Accordingly, please allow up to five business days for your application to be reviewed by Village staff.

Each new building or addition may require a building permit. These permits are issued by Professional Code Inspectors, Inc. (PCI), located in Hastings, MI. **PCI may be reached at 269-948-4088.** PCI will not issue a building permit before a completed and approved Zoning Permit Application is received for the project.

****CALL MISDIG! You must first have all buried utility lines staked via MISDIG at 800-482-7171****

PROPERTY OWNER INFORMATION

Owner: _____ Phone: _____ Cell: _____

E-Mail Address: _____

Address: _____

CONTRACTOR INFORMATION

Contractor Name: _____ Phone: _____ Cell: _____

Contractor Address: _____

Contractor License # _____

PURPOSE OF APPLICATION

PURPOSE (Check One)

___ New Construction ___ Remodel ___ Demolition ___ Deck ___ Pool ___ Other

OCCUPANCY

___ New Dwelling ___ Addition to dwelling ___ Residential Accessory Building-Detached
___ Agricultural Building for housing animals ___ Attached Garage ___ Fence ___ Other: _____

CONSTRUCTION STYLE: ___ Traditional Frame ___ Pole ___ Modular

SIZE OF BUILDING: Width _____ Depth _____

DWELLING: [state floor area in sq. ft]: 1st Floor: _____ 2nd Floor _____

STYLE OF BUILDING: _____ 1 Story _____ 2 Story _____ Multi-Level

BASEMENT: _____ Conventional _____ Walk-out _____ Slab

ROOF TYPE: _____ gambrel _____ gable _____ mansard _____ hip _____ shed _____ A-frame _____ flat

BUILDING HEIGHT: _____ feet

PROPERTY AND BUILDING SITE INFORMATION

Parcel Tax ID # **08-41-** _____ - _____ - _____ Wetlands Present? _____ yes _____ no

Building Site Address: _____ Overlay District: _____

Current Zoning District: _____ Lot Area: _____

Proposed Setbacks: Front: _____ Rear: _____ Side 1: _____ Side 2: _____

Required Setbacks: Front: _____ Rear: _____ Side 1: _____ Side 2: _____

APPLICATION FOR ZONING COMPLIANCE PERMIT MUST INCLUDE: Applicant assumes responsibility for all measurements in regards to setbacks. The Village inspection is based solely on information supplied by applicant.

- Scaled drawing or survey of property and proposed improvement showing the following:
 - Dimensions of property
 - All roads adjacent to property indicating private or public
 - Existing easements
 - Lakes and streams
 - All structures
 - Distance from buildings to property line
 - Dimensions of proposed building
- Water and Sewer connection fees
- Copy of house plans if new dwelling or residential addition

PROOF OF OWNERSHIP

_____ Deed _____ Assessment/Tax Records _____ Other (_____)

WATER AND SEWER CONNECTIONS: Does this project involve tapping into Village sewer and water mains?

(Sewer connection is required for all principle buildings and selected accessory buildings, if located within 200 feet of an existing sanitary sewer line.)

Sewer: _____ Water: _____

ATTEST

By signing below, I represent in good faith that I am the legal owner of the subject property described in this application and that the information provided in this application and accompanying supporting materials is true and accurate to the best of my knowledge. I understand that failure to comply with the representations, terms and conditions of the permit shall be cause for this permit to be revoked by the Village of Middleville. I also give permission for the Zoning Administrator to access the subject property exterior grounds to conduct reasonable zoning compliance inspections during regular Village business hours.

Signature of Applicant

Date

Signature of Property Owner

Date

Please return completed forms to: Attn: Zoning Administrator
Village of Middleville
PO Box 69
100 E. Main St.
Middleville, MI 49333

Please contact the Zoning Administrator at (269) 795-3385 at Village Hall if you have any questions about the zoning permit process, need help filling out this application, or if you are in need of further assistance.

*******For Use by Zoning Administrator*******

Permit Number: _____ Date Filed: _____

Application Fee Amt Paid: _____ Memo: _____

Sewer Tap Fee Amt Paid: _____ Memo: _____

Water Tap Fee Amt Paid: _____ Memo: _____

Total Fees Paid: _____ Memo: _____

- Form 78-46 sent to Village Inspection Staff Member
- Copy of Site Plan given to DPW Director: Mailbox _____ Hand Delivered _____
- Form 78-46 returned from Village Inspection Staff Member
- Escrow Agreement
- Escrow Funds Received: Date: _____ Amt: _____ Initials: _____ Check #: _____

Zoning Permit Approved or Denied: _____

Conditions of Approval, Reasons for Denial, or other comments from Zoning Administrator:

Signature of Zoning Administrator

Date

Zoning Administrator verified permit

Date: _____