APPLICATION FOR FENCE PERMIT

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

Contact: Brian Urquhart, Zoning Administrator
Phone: (269) 795-3385
Fax: (269) 795-8889
Email: urquhartb@villageofmiddleville.org

Permit: # _____ - ____
Fee: _____
Date: _____

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.*
- *All fees must be paid before a permit can be issued.*
- *Please consult the Village Code of Ordinances at https://library.municode.com/mi/middleville/codes/code_of_ordinances?nodeId=COOR_CH78ZO_ARTIINGE_S78-31FE for details on these and other regulations governing your proposed project. Note that proper review of Fence Permit Application takes time. Accordingly, please allow up to five business days for your application to be reviewed by Village staff.*

****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 # _____

* If property owner is constructing the fence, please indicate "*same as owner*" on contractor's information.

FENCE

Type of material _____ Fence Height _____

PROPERTY AND BUILDING SITE INFORMATION

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

Building Site Address: _____ Overlay District: _____

Current Zoning District: _____

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

- o Scaled drawing or survey of property and proposed improvement depicting the following:
  - Dimensions of property
  - All roads adjacent to property indicating private or public
  - Existing easements
  - All structures
  - Distance from buildings to property line
  - Dimensions and location of fence

PROOF OF OWNERSHIP

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

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 fence permit process, need help filling out this application, or if you need further assistance.

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

Permit Number: _____ Date Filed: _____

Application Fee Amt Paid: _____ Memo: _____

Fence Permit Approved or Denied: _____

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

_____

_____

_____

_____ _____

Signature of Zoning Administrator Date