



**CITY OF MARQUETTE**  
**Single-Family or Two-Family Residential**  
**ZONING COMPLIANCE PERMIT APPLICATION**

CITY STAFF USE			
Parcel #: _____	File #: _____		
Date Submitted: _____	Fee: _____	Rec#: _____	Ck#: _____

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED, AND NO WORK MAY COMMENCE UNTIL THIS APPLICATION IS APPROVED.**

**FEE SCHEDULE (We can only accept Cash or Check (Written to City of Marquette))**

<b>New Single Family or Duplex Dwelling</b>	\$205	<b>Demolition Permit:</b>	
		Residential Structure	\$85
<b>Residential Interior Remodel</b>		Residential Accessory Structure	\$70
Up to 250 sq. ft.	\$70		
Over 250 sq. ft.	\$100	<b>PUD Residential Phased Development,</b>	
		<b>New Single-family or Duplex Residential</b>	\$115
<b>Additions, Alterations, or Accessory Structures:</b>		<b>For a revision to an approved structure, etc.</b>	
Sidewalk paving 250 sq. ft. or less	\$55	<b>within one year of permit approval date</b>	\$70
Structure and Paving 250 sq. ft. or less	\$160		
Structure and Paving over 250 sq. ft.	\$160	<b>Zoning Compliance Fee included in the Special</b>	
		<b>Land Use Permit or Variance Application fees</b>	

**If you have any questions, please call 228-0425 or e-mail [alanders@marquettemi.gov](mailto:alanders@marquettemi.gov). Please refer to [www.marquettemi.gov](http://www.marquettemi.gov) to find the following information:**

Excerpts from the Land Development Code

- [Section 54.1401 Zoning Permits and Zoning Compliance Review](#)
- [Article 3 Zoning Districts and Map](#)
- [Article 4 Schedule of Regulations](#)
- [Any other Article or Section applicable to your proposal](#)

Ordinance #678 for Demolition of Buildings

PROPERTY OWNER
Name: _____
Address: _____
City, State, Zip: _____
Phone #: _____
E-mail: _____

APPLICANT (if different than property owner)
Name: _____
Address: _____
City, State, Zip: _____
Phone #: _____
E-mail: _____

PROJECT IDENTIFICATION	
Property Address: _____	Zoning District: _____

## DESCRIPTION OF PROJECT

**Proposed structures (including stairs, eave size, sidewalks, patios, driveways, etc.) and dimensions:**

**Building style and materials:**

**Proposed phases and timelines for work:**

**Ultimate ownership (examples Condominium or Self):**

## EXISTING CONDITIONS

**Current Use (please check box):**      Single-family                  Two-Family (duplex)                  Vacant Property

**Occupancy (please check box):**      Owner-Occupied                  Rental                  Vacant (No structure)

**Parcel Size (width and length):** \_\_\_\_\_

**Square footage of all Existing Structure(s) on the parcel:**

Residential Structure (single-family home or duplex): \_\_\_\_\_

Accessory Structures (Detached Garage, shed, patio, etc.): \_\_\_\_\_

\_\_\_\_\_

## PROPOSED CONDITIONS AND STRUCTURE(S) FOR EXTERIOR WORK ONLY

Total area of parcel being disturbed (including lawns): \_\_\_\_\_

Square footage of structure(s): \_\_\_\_\_

\_\_\_\_\_

Height of structure(s): \_\_\_\_\_

Number of floors/stories: \_\_\_\_\_

Finished Floor Elevation (above grade and curb cut): \_\_\_\_\_

Elevation at the curb cut for driveway (if elevation in ft is known, otherwise 0-ft): \_\_\_\_\_

**Proposed Construction and Use**  
**(check all that apply)**

**Single-Family**

- New Home (See New or Addition Box)
- Addition (See New or Addition Box)
- Interior remodeling (See Int. Rem. Box)
- Accessory Structure (See Acc. Struct. Box)
- Demolition (See Demolition Box)
- Paving/hard surface addition
- Alteration

**Two-Family**

- New Duplex (See New or Addition Box)
- Addition (See New or Addition Box)
- Interior remodeling (See Int. Rem. Box)
- Accessory Structure (See Acc. Struct. Box)
- Demolition (See Demolition Box)
- Paving/hard surface addition
- Alteration

**Interior Remodeling**

No Use Change  
Use Change: \_\_\_\_\_  
\_\_\_\_\_

**Accessory Structure Use**

**Type of Accessory Structure:**

- Detached Garage
- Shed
- Detached Carport
- Patio
- Other \_\_\_\_\_

**Describe proposed use of the structure:** \_\_\_\_\_  
\_\_\_\_\_

**What utilities (are/will be) available in the accessory structure?**

- N/A
- Electricity
- Water
- Sewer
- Heat
  - Gas (forced air)
  - Gas (hot water)
  - Electric
  - Wood
  - Other \_\_\_\_\_

**New or Addition**

**Heat**

- N/A
- Gas (forced air)      Gas (hot water)
- Electric              Wood
- Other \_\_\_\_\_

**Basement Use**

- Storage      Bedroom(s)      Bathrooms
- Laundry      Other \_\_\_\_\_
- No Basement
- Crawl Space              Slab

**Demolition**

The demolition of buildings must meet Ordinance #678, please click on the following link:  
<https://www.marquettemi.gov/wp-content/uploads/2019/05/ord678.pdf>

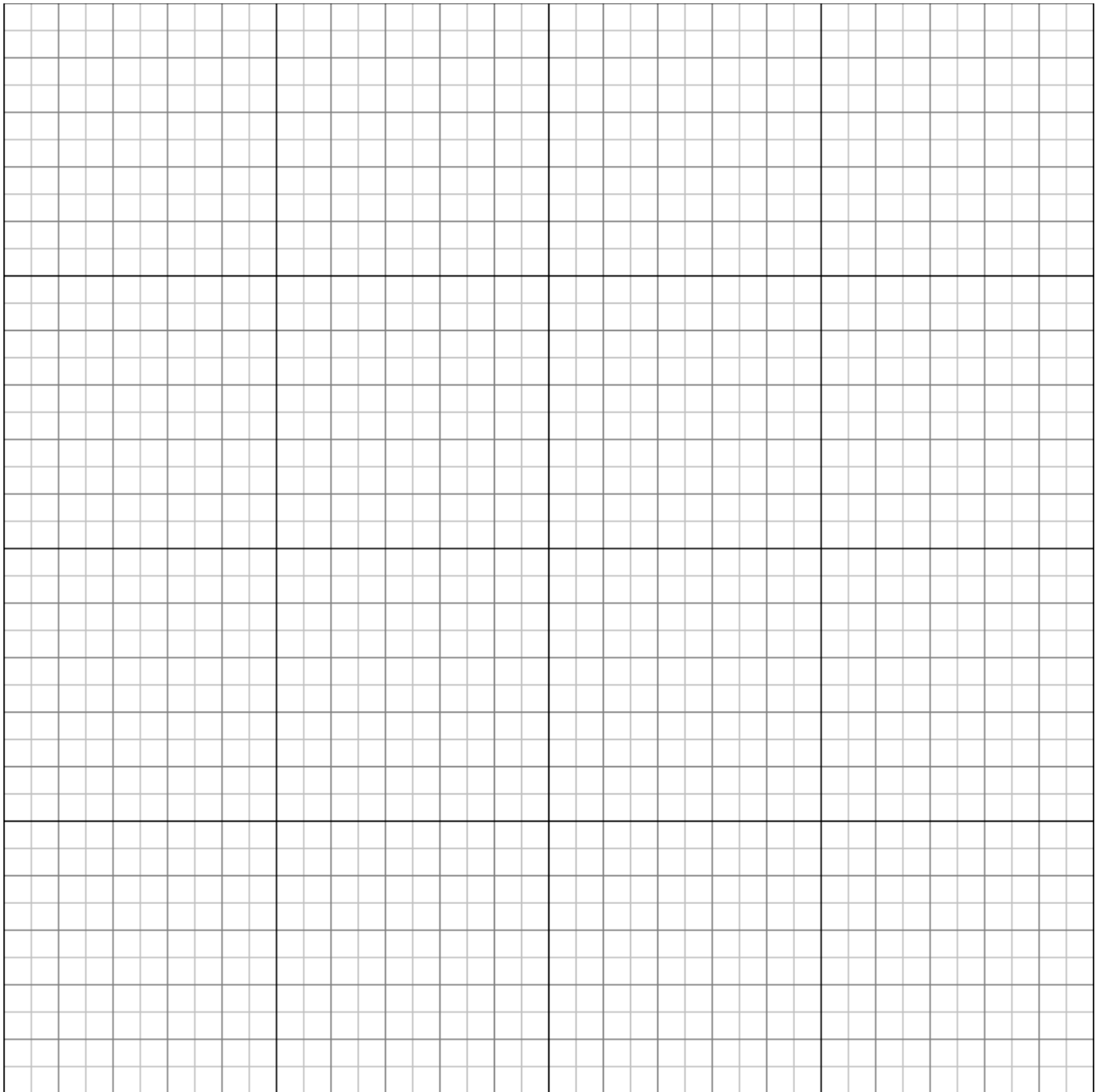
# PROVIDE A PLOT PLAN DRAWN TO SCALE

(attach a separate sheet if needed)

Please note, we have aerial maps if you rather use that to draw on, please contact our office @ 228-0425.

## The following information must be shown on the plot plan:

- For interior remodeling, please provide the floor plans of the structure.
- Show and label property lines and dimensions.
- Provide the North Arrow.
- Show and label adjoining rights-of-way, curb and pavement location and dimensions.
- Show and label all structures and dimensions.
- Show all structure setback distances from the property lines and between the structures.
- Show driveway location and dimensions and all parking spaces.
- Any other features that affect development (i.e. easements, rock outcrops, etc.)



## ZONING BASICS

- **All construction requires zoning approval, whether or not a building permit is required by the Marquette County Building Codes Division. Please call 906-225-8180 to find out if you need a building permit.**
- **Assessing Staff will visit the property for tax purposes, as applicable.**
- **Businesses may need to be made accessible to the public and employees per the Americans with Disabilities Act and State Construction Code.**
- **Setback:** The minimum required horizontal distance between the foundation of a building or other structure, excluding allowable projections and encroachments, and the lot line or right-of-way line.
- If the owner and/or builder does not know the exact location of the property lines, a surveyor should be consulted.
- Yard setbacks vary by zoning district and for corner lots. On corner lots, both street frontages are considered to be front lot lines for setback purposes; one of the remaining lot lines may be designated as a side lot line and the other as a rear lot line for purposes of establishing setbacks.
- Demolition of Buildings – Must meet Ordinance #678.
- The above stipulations and requirements are not all-inclusive; it is the applicant's and property owner's responsibility to review the Land Development Code for the applicable standards regarding the proposed project.
- When construction commences prior to obtaining a zoning compliance permit, citations for civil infractions may be issued. The Board of Zoning Appeals may require that a structure be moved or altered if it does not meet the requirements of the Land Development Code.
- **The property owner authorizes the City Staff to inspect the property and verify compliance with this permit.**
- **The property owner acknowledges that the information in this application is correct and accurate.**
- **If the applicant is other than the owner, the owner hereby grants permission for the applicant to act in his/her behalf.**

I, the undersigned **Property Owner**, have read and understand the above statements.

**PROPERTY OWNER SIGNATURE:** \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_

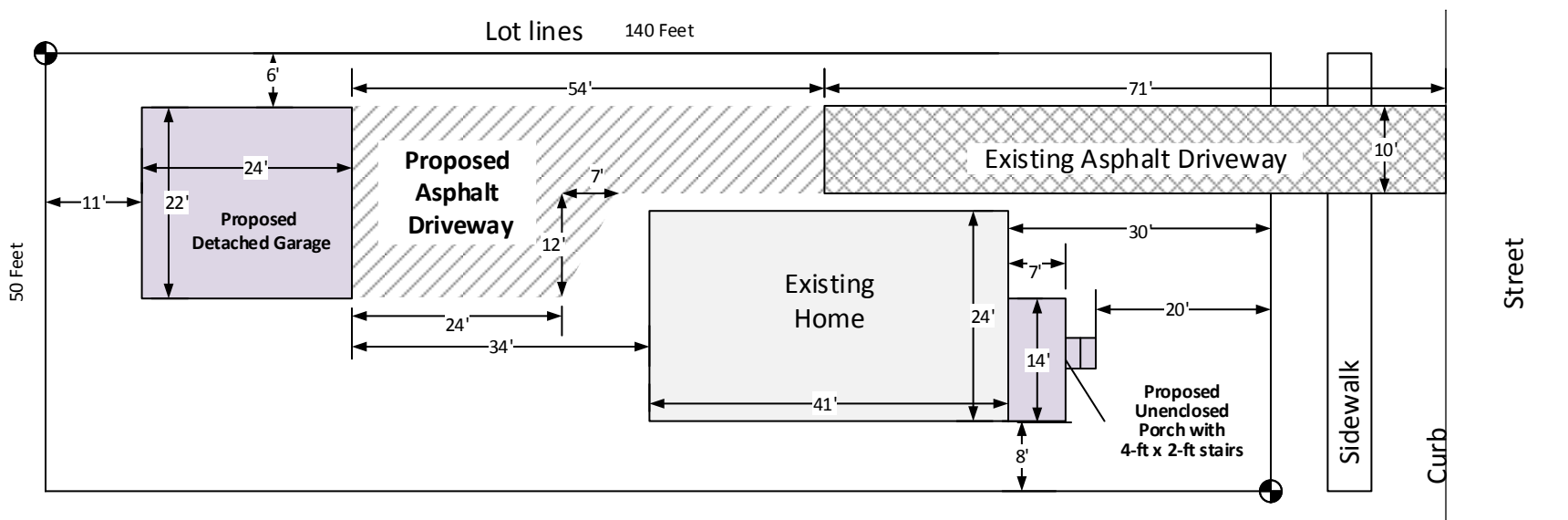
### ADDITIONAL SIGNATURE

- The applicant acknowledges review of Section 54.1401 Zoning Permits and Zoning Compliance Review of the Land Development Code (available at [www.marquettemi.gov](http://www.marquettemi.gov) or at the Municipal Service Center).
- If a demolition is proposed, the applicant acknowledges review of Ordinance #678 – Demolition of Buildings, and that this ordinance will be adhered to. (See page 3 or 4 of permit for the website link.)
- The applicant acknowledges that the information in this application is correct and accurate.

**APPLICANT SIGNATURE:** \_\_\_\_\_

Date: \_\_\_\_\_

# SAMPLE PLOT PLAN FOR YOUR REFERENCE



The following information must be shown on the plot plan:

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