



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))

| | | | |
|--|--------------|---|-------|
| New Single Family or Duplex Dwelling | \$210 | <i>Demolition Permit:</i> | |
| | | Residential Structure | \$90 |
| Residential Interior Remodel | | Residential Accessory Structure | \$70 |
| Up to 250 sq. ft. | \$70 | | |
| Over 250 sq. ft. | \$105 | PUD Residential Phased Development, New Single-family or Duplex Residential | \$120 |
| <i>Additions, Alterations, Accessory Structure, and Structural Amenities:</i> | | For a revision to an approved structure, etc. within one year of permit approval date | \$70 |
| Sidewalk paving and/or Exterior stairs | \$55 | Zoning Compliance Fee included in the Special Land Use Permit or Variance Application fees | |
| Structure, Paving, Amenities 250 sq. ft. or less | \$165 | | |
| Structure, Paving, Amenities over 250 sq. ft. | \$165 | | |
| Exterior Alterations Only – Door/Window openings | \$50 | | |

If you have any questions, please call 228-0425 or e-mail alanders@marquettemi.gov. Please refer to 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>

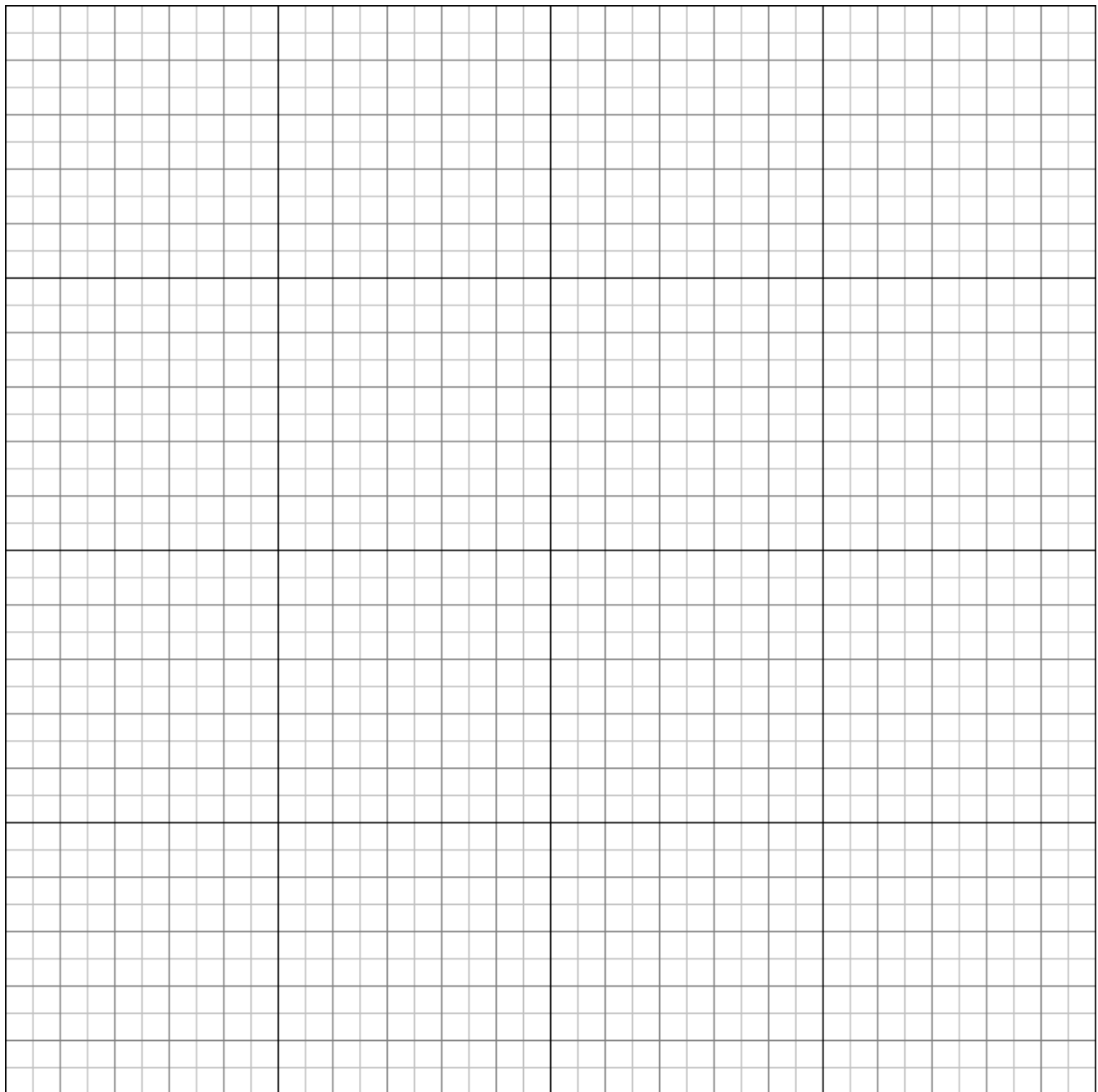
PROVIDE A PLOT PLAN DRAWN TO SCALE

(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.**

PROPERTY OWNER SIGNATURE

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

PROPERTY OWNER SIGNATURE: _____

PRINTED NAME: _____

PROPERTY ADDRESS: _____

DATE: _____

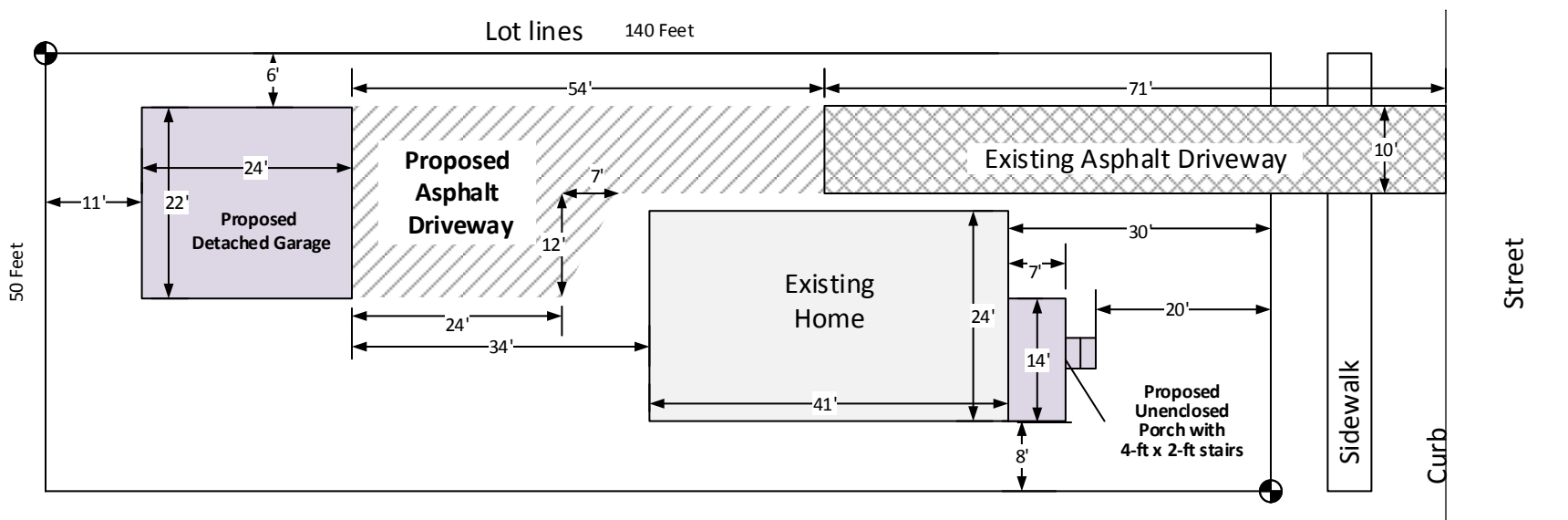
APPLICANT SIGNATURE (if different from property owner)

- The applicant acknowledges review of Section 54.1401 Zoning Permits and Zoning Compliance Review of the Land Development Code (available at 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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