



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	\$215	<i>Demolition Permit:</i>	
		Residential Structure	\$90
Residential Interior Remodel		Residential Accessory Structure	\$70
Up to 250 sq. ft.	\$70		
Over 250 sq. ft.	\$110	PUD Residential Phased Development, New Single-family or Duplex Residential	\$125
<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	\$50	Zoning Compliance Fee included in the Special Land Use Permit or Variance Application fees	
Structure, Paving, Amenities 250 sq. ft. or less	\$170		
Structure, Paving, Amenities over 250 sq. ft.	\$170		
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

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

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 _____

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>

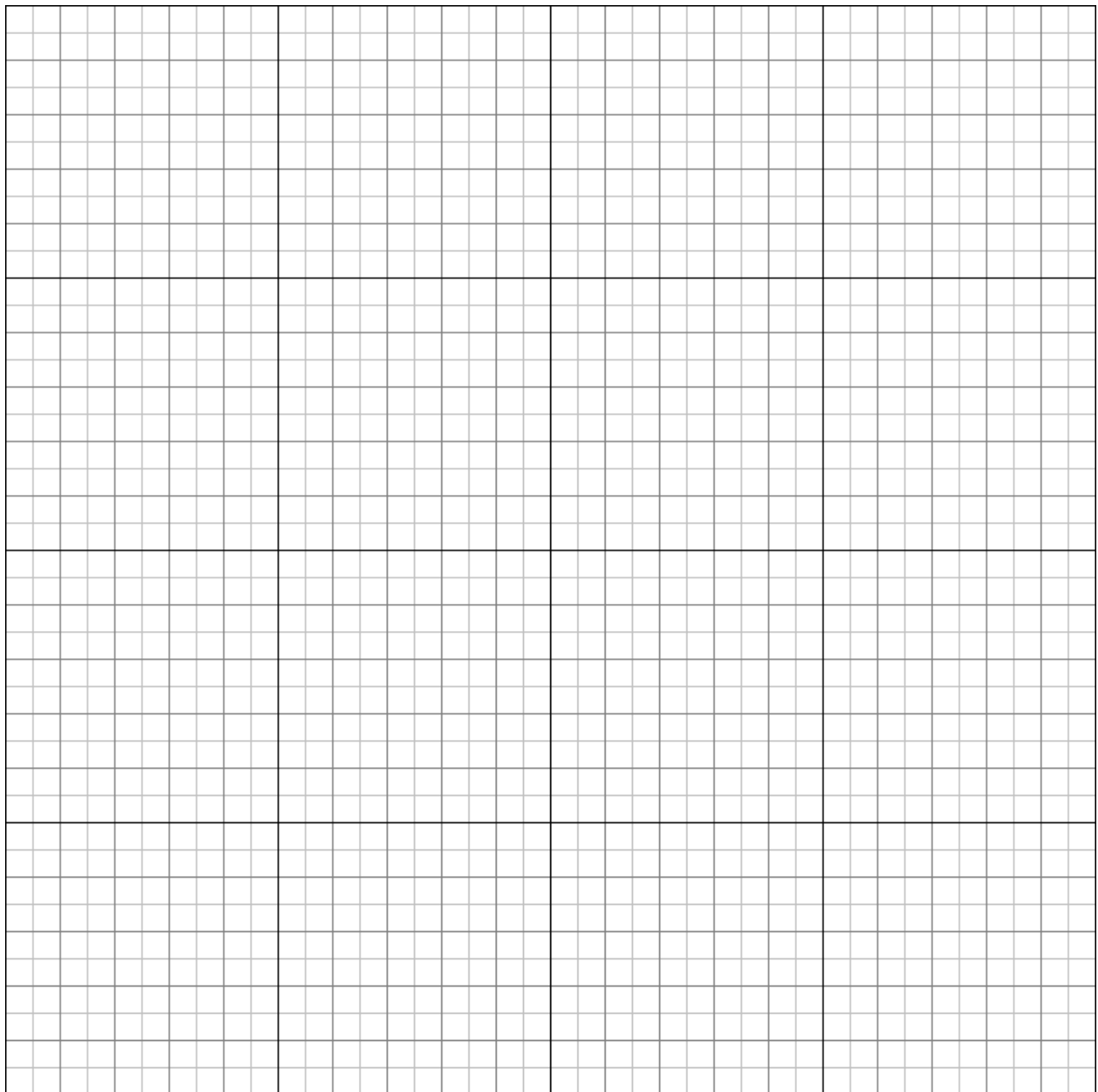
PROVIDE A PLOT PLAN DRAWN TO SCALE

(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: _____

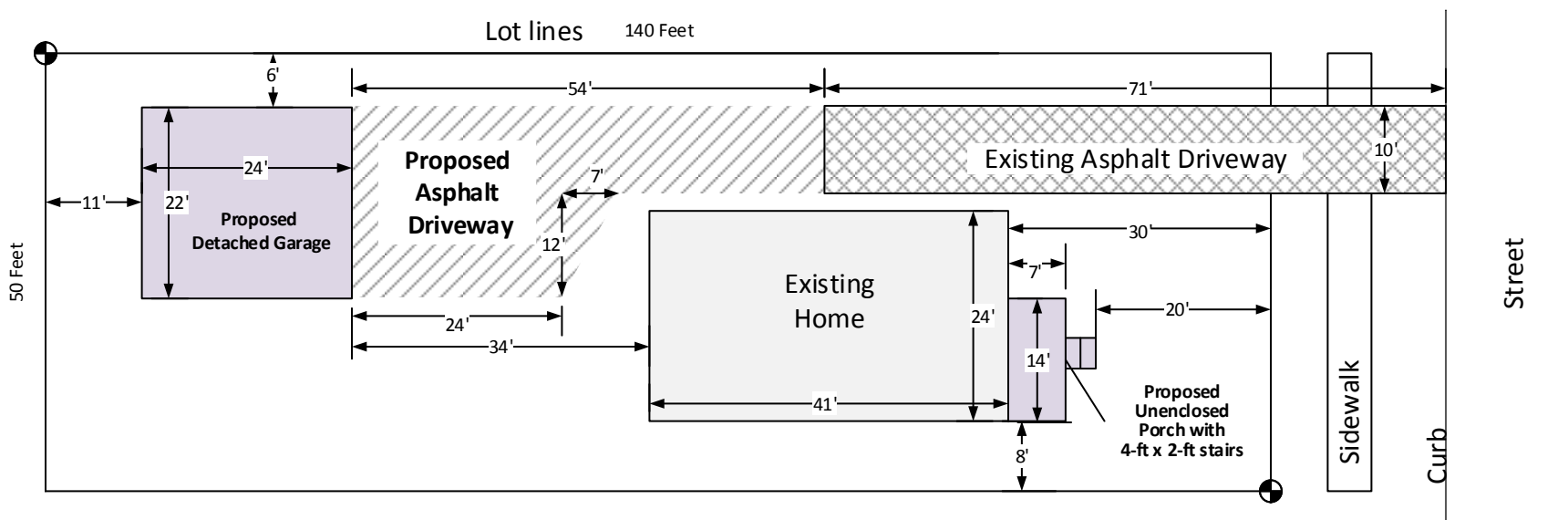
APPLICANT SIGNATURE (if different from property owner)

- 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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