



Fee: \$30.00 (eff. 7/2023) Review Fee: _____ Check No. _____ Cash: _____

Effective July 2023, failure to complete this form prior to property alteration will result in a \$75.00 fine.

ZONING PERMIT APPLICATION
(Print in ink or type answers)

Date: _____

Address of property: _____ Parcel Number: 41-01-_____
Zoning District: _____ (obtain from Zoning Administrator)

Existing use of property / structure (or part thereof): _____
Intended use of property / structure (or part thereof): _____
Request to build or alter: _____
Number of dwelling units (if any): _____
Approximate start date: _____

If a new dwelling, will the dwelling meet the minimum requirements of the Zoning Ordinance, Section 4.30 (a) – (m)?
_____ Yes _____ No (see copy provided)

Property owner: _____
Owner Address: _____ City _____ State: _____ Zip: _____
Phone: _____ Cellular: _____ Fax: _____

Applicant: _____
Address: _____ City _____ State: _____ Zip: _____
Phone: _____ Cellular: _____ Fax: _____

Builder / Contractor: _____
Address: _____ City _____ State: _____ Zip: _____
Phone: _____ Cellular: _____ Fax: _____

Site Plan.
(It is strongly recommended that the site plan be based on a true copy of an accurate property survey.)

On an 8 1/2" x 11" piece of plain white paper, graph paper, or survey show the following:

- 1. Actual property lines, angles, and dimensions of the lot to be built upon or used.
- 2. Exact size and location of the lot of all existing and proposed structures and uses
- 3. Exact distance between existing structures and proposed structures
- 4. Location, width, and length of existing and proposed driveways and parking areas
- 5. Location of other existing and proposed improvements such as fencing, landscaping, exterior lighting, signs, etc.
(A Sign Permit Application is required for new signs.)

Complete reverse side

P.O. Box 296, 200 S Main Street, Kent City, MI 49330 · Phone (616)678-7232

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Applicant Certification

Read prior to signing below.

By the signature attached hereto, I certify that the information provided within this application and accompanying documents is, to the best of my knowledge, true and accurate. I will comply with all of the requirements of the Village of Kent City Zoning Ordinance (as amended) and will pay all application fees and other expenses for the review of the application. Furthermore, I hereby authorize the Village to enter the property associated with this application for the purposes of conducting necessary site inspections.

Applicant Name (printed): _____

Applicant Signature: _____

Date: _____

VILLAGE USE ONLY

Date complete application received: _____

Fees paid: _____

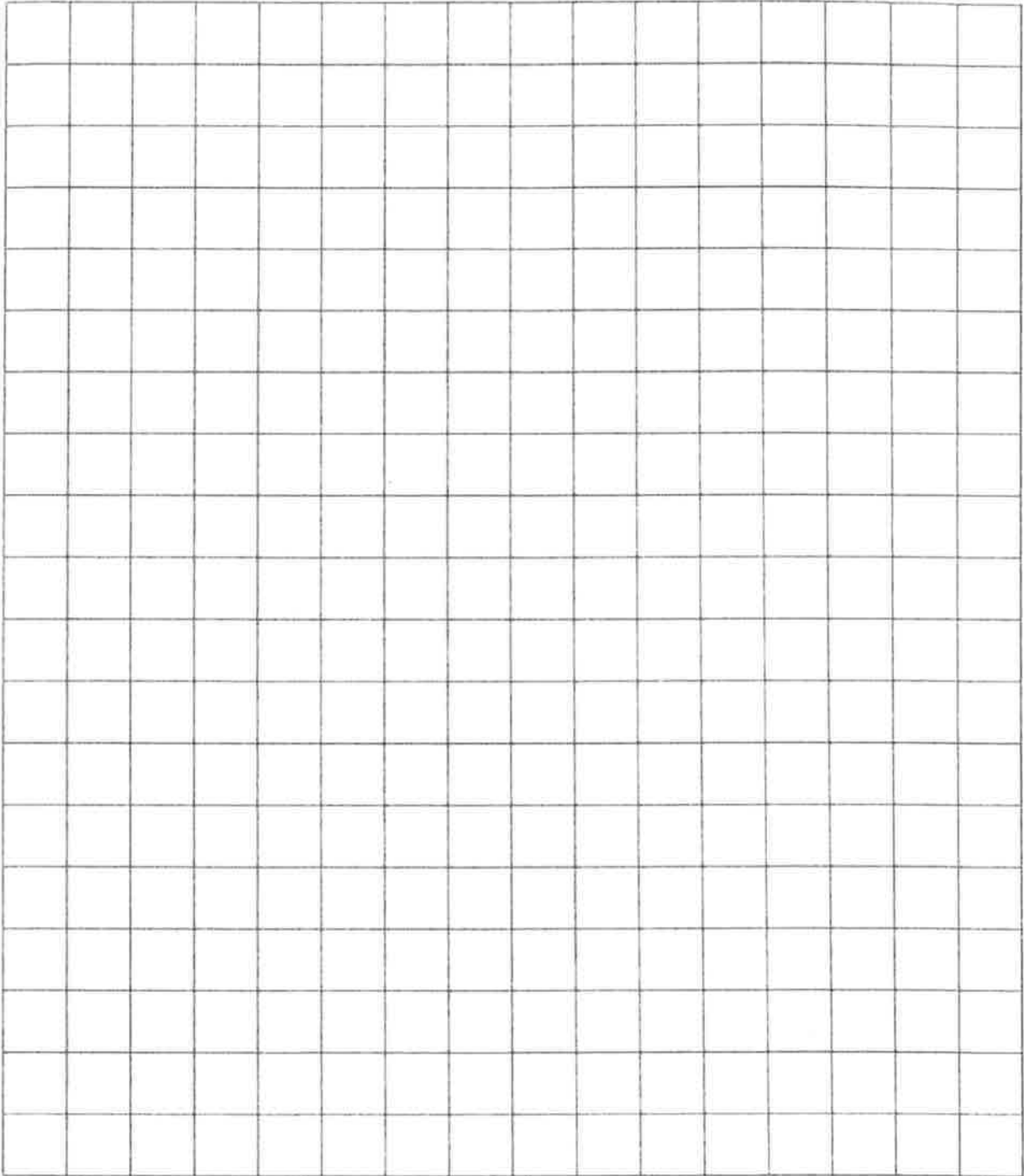
Approved: _____ Denied: _____

Comments: _____

Zoning Administrator

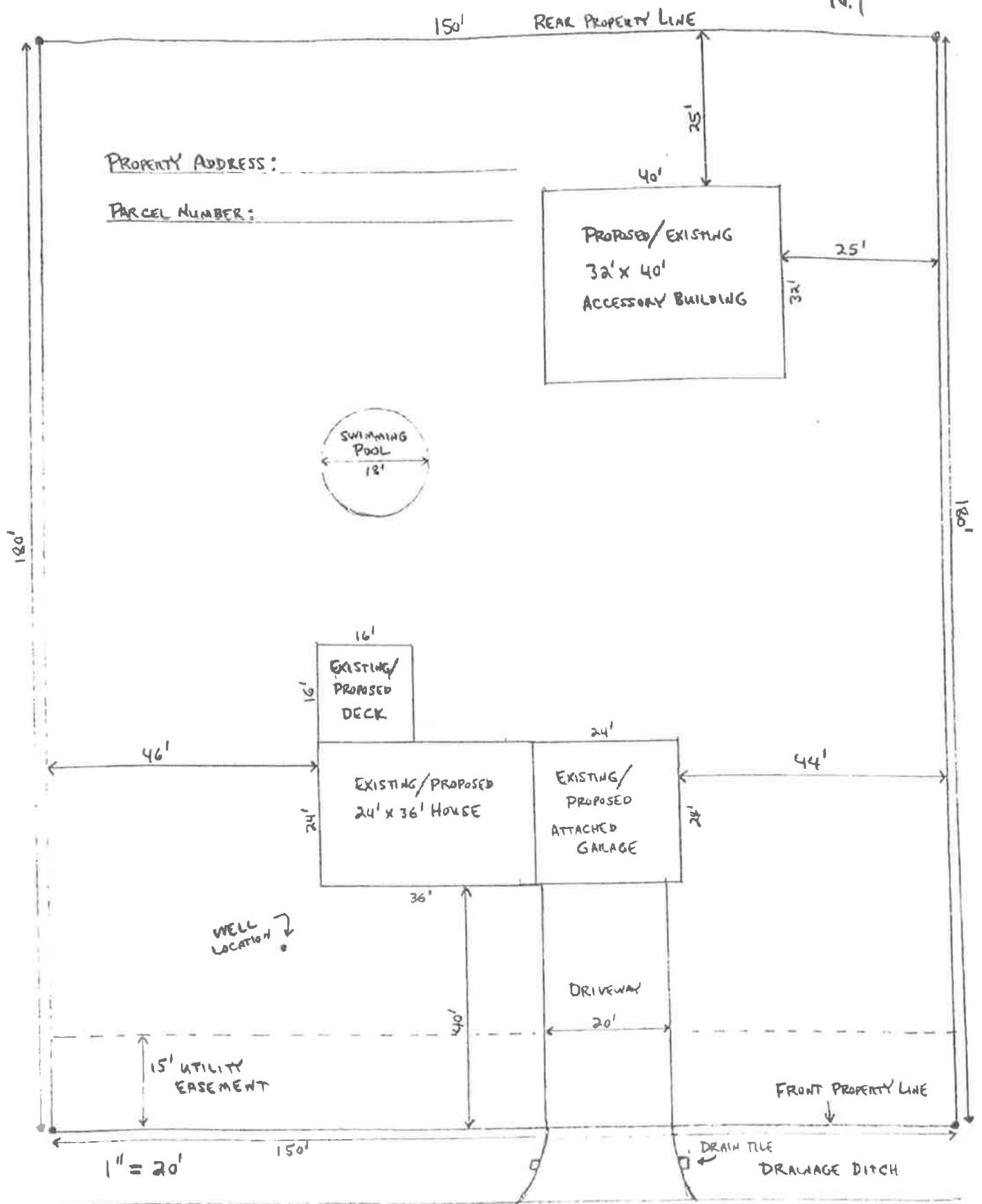
Date

SITE PLAN



Indicate direction of North with an arrow in the circle.
One square equals _____ feet.

SAMPLE PLOT PLAN



ROAD SURFACE - MAIN STREET



FENCES & WALLS

A Zoning Permit Application is required prior to the construction of a fence or wall.

Fences and walls must comply with the provisions of the Zoning Ordinance, Sections 4.11, 4.23 and 4.29:

1. Fences and walls in any residential district shall not exceed eight (8) feet in height, measured from the natural grade to the upper-most portion of the fence, except that fences and walls in the front yard located within fifteen (15) feet of the front lot line shall not exceed four (4) feet in height.
2. Fences and walls shall not be erected within any public right-of-way or within one (1) foot of any public sidewalk.
3. Fences and walls shall not be erected or maintained in any district in such a manner as to obstruct the vision of vehicle drivers.
4. No barbed wire or above-ground electrified fence, or wall with barbed wire or electrically charged wire attached to it shall be located in any residential district, but this subsection shall not apply to agricultural uses.
5. On any corner, no fence or wall shall be erected, placed, or maintained, nor shall any landscaping be planted or maintained in such a manner as to materially impede the vision of vehicle drivers within the adjacent street rights of way.

Fences may be installed up to the property line.

It is strongly recommended that prior to installation of any fence or wall, the property owner or installer determine the exact location of all affected property lines. A property survey is a good way to locate the irons that may be in the ground at various locations, such as at the corners of a typical lot.

If you have any questions, you may contact the Zoning Administrator at the Village Office: (616) 678.7232.

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