

# City of Harbor Springs

160 Zoll Street \* Post Office Box 678  
Harbor Springs, Michigan 49740-0678  
Phone: (231) 526-2104 Fax: (231) 526-6865  
www.cityofharborsprings.com

## Application for Zoning Permit

### Application fees - see attached page

Applicant's Name \_\_\_\_\_

Applicant's Address \_\_\_\_\_

Applicant's Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

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Owners Name \_\_\_\_\_

Address (if different from above) \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

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Contractor Name \_\_\_\_\_ Address \_\_\_\_\_

Job Address \_\_\_\_\_ Phone \_\_\_\_\_

Property Tax Parcel I.D. #24-51-15- \_\_\_\_\_

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Describe request : This is an application to construct \_\_\_\_\_

Ground Floor area of Proposed Building \_\_\_\_\_ Sq. Ft. Proposed Building Height \_\_\_\_\_ Ft. Number of Stories \_\_\_\_\_

Lot/Parcel Size \_\_\_\_\_ Sq. Ft. Total Lot Coverage of all Buildings \_\_\_\_\_ Sq. Ft. Building Width \_\_\_\_\_ Depth \_\_\_\_\_

Estimated cost of project \_\_\_\_\_ Estimated completion date \_\_\_\_\_

Will there be any grading or topographic modifications to the parcel ? \_\_\_\_\_ Planning Commission approval may be required.

Proposed Topographic Changes : Excavation Width \_\_\_\_\_ Length \_\_\_\_\_ Depth \_\_\_\_\_

Cubic yards of fill proposed \_\_\_\_\_ Please include a scale drawing showing details of the area to be filled/excavated.

Type of materials to be used \_\_\_\_\_

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### You must include:

#### A Scale Site Plan or Survey are Required to Show:

property dimension, site topography, front, rear, and side yard setbacks, streets, roads and all existing buildings on the lot.

#### A Scale Drawing of the Building Elevations is Required to Show:

all building dimensions, front, side, and rear walls and building height and site topography (existing and proposed).

#### A Scale Drawing of the Building's Floor Plan is Required

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### Applicant please note, you must call for inspections at the following times:

1. After pouring footings and/or after the first course of Block is set.
2. After framing is complete.
3. Before an occupancy permit is granted.

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Zoning District \_\_\_\_\_ Fee \$ \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Conditions \_\_\_\_\_

As owner and/or applicant representing the owner, I authorize the City of Harbor Springs staff to enter upon the subject property for purposes of making inspections related to the project in this application.

I certify that the above information is accurate and understand the City of Harbor Springs will stop this project if the information contained herein is found to be inaccurate.

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Applicant Signature \_\_\_\_\_

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Date \_\_\_\_\_

## Inspections

1. Footings - Approved \_\_\_\_\_ Denied \_\_\_\_\_ Reason \_\_\_\_\_ Date \_\_\_\_\_

2. Frame - Approved \_\_\_\_\_ Denied \_\_\_\_\_ Reason \_\_\_\_\_ Date \_\_\_\_\_

3. Final - Approved \_\_\_\_\_ Denied \_\_\_\_\_ Reason \_\_\_\_\_ Date \_\_\_\_\_

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Survey requirement waived \_\_\_\_\_ reason \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

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## Fee Schedule

Non-Residential	\$0.10 per square foot (useable space*)	\$2,500 maximum
Single Family or Duplex	\$0.10 per square foot (useable space*)	Minimum \$150.00 -Maximum \$250.00
Renovations, Additions	\$0.10 per square foot (useable space*)	(including covered porches and accessory buildings)
Fences, uncovered decks, accessory buildings under 150 SF	No Fee	

\* Useable space, not including indoor parking, warehouse space