



**ZONING CERTIFICATE APPLICATION** Permit # \_\_\_\_\_

**This is not a building permit. Please contact building inspector at: IMS: 1-800-442-2794**

**Application Information**

Parcel I.D. Number 61 \_\_\_\_\_  
 Zoning District \_\_\_\_\_  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ MI Zip code \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**Contractor Information**

Company \_\_\_\_\_ Contact \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ MI Zip code \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**Certificate Information**

**Residential:**  New Single Family  New Multi Family  Sq. Footage \_\_\_\_\_  
 Accessory Structure \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  Deck/porch \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
 Addition/Alteration \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  Pool \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  Above  Below

**AG:**  Accessory Structure \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  Addition/Alteration \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_

**Commercial:**  New Structure Sq. Footage \_\_\_\_\_ Dimension \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
 Addition/Alteration \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  Accessory Structure \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_

Demolition  Other \_\_\_\_\_

Value of Structure \$ \_\_\_\_\_

\*The undersigned here by agrees to comply with all ordinances and regulations of Casnovia Township, Muskegon County, Michigan, and of any other agencies of governmental units which may be involved.

\*Applicant signature herewith grants permission for Township official to enter upon subject property to perform inspections as required to assure compliance with Township, County and state regulations.

Applicant Signature \_\_\_\_\_ date \_\_\_\_/\_\_\_\_/\_\_\_\_

(Note: Only the property owner's signature is accepted.)

**Approved**  **Denied:** Reason \_\_\_\_\_

Zoning Inspector \_\_\_\_\_ date \_\_\_\_/\_\_\_\_/\_\_\_\_

**ZONING COMPLIANCE PERMIT APPLICATION CHECKLIST:**

The following guidelines must be accepted as conditions for issuance of a Casnovia Township Zoning Certificate:

**Zoning application fee of \$15.00**

**Completed and signed zoning compliance permit application.**

**1. Site for all types of construction – new, addition or accessory building)plan (required**

The following items are required to obtain a Casnovia Township Zoning Certificate.

(It is strongly recommended that the site plan be based on an accurate property survey and property description. For some projects, a copy of a survey can be used as the site plan.)

1. Actual property lines, angles, and dimensions of the lot to be built upon or used.
2. Exact size and location on 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.)
6. All construction must meet the minimum requirements of the Zoning Ordinance.

COMMERCIAL AND INDUSTRIAL ZONING REQUIREMENTS IN ADDITION TO THE ABOVE:

1. A copy of plans drawn to scale and location and dimensions of the proposed building(s) or alterations.
2. Commercial plans must be stamped by a professional engineer or architect.
3. Proposed parking plan including handicap spaces and type of dust free surface.
4. Proposed signage.

SIGN REQUIREMENTS

1. A drawing of the sign with the letter sizes, colors, materials, illumination, support system, dimensions, height and square footage of the sign to determine compliance with the requirements of the Chapter.
2. A site plan showing the location of the sign from the right-of-way, on-site buildings & structures, & property lines.

I have read these instructions and understand that these requirements are necessary for obtaining a zoning certificate.



Name :

Date :

**\*Important\*** Show all existing and proposed structures: Owner name and Address, Parcel#, Street Name, North Arrow, Parcel Dimensions, Existing Structures including: Setbacks and Approaches, Front Rear and Side Yard Setbacks , Well and Septic, Driveway, Decks, Cement Patios and Sidewalks.