

**ZONING PERMIT APPLICATION**

Permit # \_\_\_\_\_

City of Frankenmuth  
 240 W. Genesee Street  
 Frankenmuth, MI 48734-1398  
 Phone: (989) 652-9901 Fax: (989) 652-3451  
 www.frankenmuthcity.com

<b>Location</b>		
Project Address	Zoning District	Date

**Owner/Contractor Information**

**A. OWNER**

Name	Address
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City	State	Zip	Telephone Number
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Cell/Pager Number	Email Address
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**B. CONTRACTOR/INSTALLER**

Name	Address
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City	State	Zip	Telephone Number
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Cell/Pager Number	Email Address
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**Project Characteristics/Details/Setbacks**

**A. Type of Project?**

<input type="checkbox"/> New Building	<input type="checkbox"/> Change in Use	<input type="checkbox"/> Pool - <input type="checkbox"/> Inground or	<input type="checkbox"/> Aboveground	<input type="checkbox"/> Other _____
<input type="checkbox"/> Addition/Alteration	<input type="checkbox"/> Fence* (see notes)	<input type="checkbox"/> Shed/Storage Bldg+ (see notes) _____		

**B. Is the project:**  New  Repair  Replacement

Please describe the proposed project. Please use reverse side for drawing site plan or plot plan.

**Notes:**

\*Fences-Indicate height, type (i.e. wood, vinyl, chainlink), location to property lines/streets, neighboring fences. The finished side of privacy fences must face outward. Fence heights cannot exceed 5 ft. above the grade in most cases.  
 +Sheds-Shall not exceed 150 sq.ft. or 10 feet in height in most cases. One shed per parcel/lot.

**C. Setbacks:** Front \_\_\_\_\_ Side (1) \_\_\_\_\_ Side (2) \_\_\_\_\_ Rear \_\_\_\_\_

**Sign Permit - Supplemental Information**

**Type of Sign:**  Free-standing/pole  Building/wall mounted  Replace Copy Only  Other \_\_\_\_\_  
 Land Development/building project  Portable/changeable Letter  "A" Frame

**Lighting:** Will the sign be lighted?  Yes.  No. Describe lighting (i.e. internal/external) \_\_\_\_\_

Dimension(s) of sign(s): \_\_\_\_\_  Single Face  Double Face

Estimated Project Cost: \$ \_\_\_\_\_ Total Square Footage of ALL Current Signs: \_\_\_\_\_

**\*\*Information Specific to TEMPORARY Signs only\*\***

Most temporary signs are limited to twenty (20) days per calendar year and are limited to 32 square feet or less in size. A permit is requested for \_\_\_\_\_ days, beginning:

- |                              |                              |
|------------------------------|------------------------------|
| a. _____ and ending on _____ | d. _____ and ending on _____ |
| b. _____ and ending on _____ | e. _____ and ending on _____ |
| c. _____ and ending on _____ | f. _____ and ending on _____ |

You have applied for a zoning permit for a sign(s) in accordance with the City of Frankenmuth Sign Regulations and Building Codes. Should this permit be issued, you are advised of the following responsibilities:

- [1]. A print and site plan of the sign must be attached to provide sufficient graphic information to determine compliance with applicable City Codes (i.e. size, height, lettering, color scheme and location on parcel and/or building).
- [2]. If the location of the sign is within the Historic Preservation District, the Historic District Commission must approve this application prior to a permit being issued. This process usually takes up to (15) fifteen business days.
- [3]. If you have any questions, please contact the Zoning Administrator and/or Building Inspector.

**Site Plan or Plot Plan (sketch only)**

Check here if additional plans/prints submitted.

Please draw or attach an accurate illustration of the property, including the following information: (1) The dimensions of the parcel or lot. (2) What side(s) have frontage on the street(s). (3) All existing and proposed buildings, their distance from each other, and their distance from the lot lines. (4) Include driveway, landscaping and/or parking space details.

North

Indicate front, side and rear setbacks. Indicate North arrow in box.

**Owner/Contractor Certification**

I affirm that the information provided on this application is true and accurate and that the project shall be completed in accordance with the provisions of the Frankenmuth City Zoning Code. It is the property owner's/agent's responsibility to determine the exact location of all property lines.

Signature of Applicant

Date

Zoning Permit Fee Attached \$ \_\_\_\_\_

Project Cost \$ \_\_\_\_\_

**Make Checks Payable to "City of Frankenmuth"**

**Validation - For Departmental Use Only**

Approved By

Title

Date

**Other Approvals**

	Required?	Approved	Date	Number	By
A. Zoning Board of Appeals Variance	<input type="checkbox"/> Yes <input type="checkbox"/> No				
B. Historic Preservation District Approval	<input type="checkbox"/> Yes <input type="checkbox"/> No				
C. Other _____	<input type="checkbox"/> Yes <input type="checkbox"/> No				