

DEVELOPMENT PERMIT APPLICATION

RETURN TO: 933 TERRACE ST
MUSKEGON, MI
49440

Permit Fee: \$30.00

City of Muskegon Planning Department

Which projects require a Development Permit? Fences • Accessory Structures (sheds, gazebos, raised garden beds) Small Pools (less than 2' deep) • Paved Areas • Driveways • Community Gardens • Lot Splits

Today's Date: _____ Property is: Residential Commerical Industrial

Property Address where work will be done: _____

Owner Name: _____ Owner Phone: (____) _____

Owner Address: _____ City: _____ ZIP: _____

Contractor (if using one): _____ Address: _____ Phone: (____) _____

Communication preference? E-mail Mail E-mail Address: _____

- Fence** (max. 6 feet high • detailed height and placement specifications listed on back of application)
- Shed** (max. size for 1- & 2-family dwellings is 200 sqft. • max. for all other properties is 120 sqft. • larger sheds require a building permit from the building inspection department • sheds on commercial property may require site plan review • one shed per lot • no metal sheds are allowed)
- Paved Parking Area/Driveway** (must be paved - concrete, asphalt, or concrete pavers • no gravel driveways)
- Above-Ground Pool** (max. 5000 gallon capacity and less than 24 inches deep • contact building inspections dept. for fence requirements around pools) Pool depth: _____ inches • Pool diameter: _____ inches
- Other** (please specify raised garden bed, gazebo, etc. below)

Describe work to be done: (if permit is for a fence, give the height and fence style • for a shed, give size and material used • provide size and dimensions of all proposed structures and/or areas to be paved • provide setbacks from structure/pavement to property lines)

Site plan required: You must provide a sketch/site plan showing the location of property lines, structures, fences, gates, driveways, pavement, etc. on the subject property. Include setbacks. For your convenience, graph lines have been provided on the back of this application, or the sketch can be attached to the application.

Notice: Separate permits are required for any building, plumbing, heating, ventilating, air conditioning, electrical, or mechanical permit work which do not meet the criteria for this application.

Starting date: _____ Permits are valid for *one year* from date of issue

I hereby attest that I am the property owner and that all information on this application is true and accurate, to the best of my knowledge.

Property owner's signature: _____ **Date:** _____

THIS AREA FOR STAFF USE ONLY

Date Paid: _____ By: Cash Check Charge Initial: _____

Permit Number: _____

Inspector comments/conditions of approval: _____

Fire Dept. approval for commercial fences Date: _____ Initial: _____

permit is valid one year from this date

SITE PLAN

Start by drawing an outline of your property (rectangle, square, etc.). Add the house and any outbuildings. Draw where the proposed fence, shed, parking pad, etc. will be located. For structures other than fences, note the setback measurements from the property line(s). Show street name(s) and location. A sample drawing is located below.

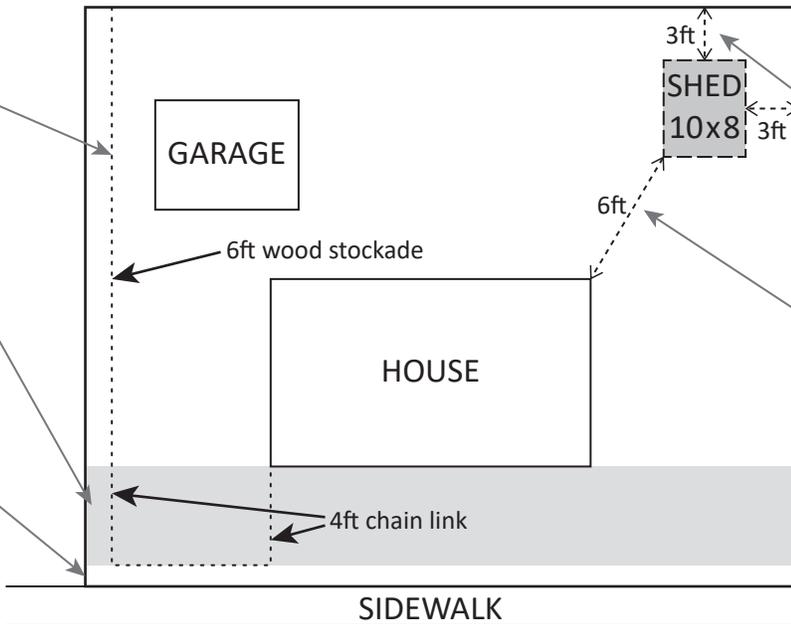
SAMPLE SITE PLAN DRAWING:

FOR FENCES:

Draw a line to show where your fence will be

Area in front of the front building line of the home (shaded area) - maximum height for open fence is 4 feet; privacy fence, 3 feet

Fence must be 18 inches back from the sidewalk



FOR SHEDS & POOLS:

Note how many feet from the property line(s) the shed or pool will be (setback must be at least 3 feet from property lines). Pools cannot be located under any overhead utility lines

Note how many feet from the house the shed or pool will be (must be at least 6 feet from the house)

For a house on a corner lot, contact Planning Dept. staff for assistance, due to additional regulations