



CITY OF MARQUETTE
Single-Family or Two-Family Residential
ZONING COMPLIANCE PERMIT APPLICATION

CITY STAFF USE

Parcel #: _____ File #: _____

Date Submitted: _____ Fee: _____ Rec#: _____ Ck#: _____

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED, AND NO
WORK MAY COMMENCE UNTIL THIS APPLICATION IS APPROVED.**

FEE SCHEDULE (We can only accept Cash or Check (Written to City of Marquette))

☐ **New Single Family or Duplex Dwelling** \$225

Residential Interior Remodel

☐ Up to 250 sq. ft. \$75
☐ Over 250 sq. ft. \$115

**Additions, Alterations, Accessory Structure, and
Structural Amenities:**

☐ Sidewalk paving, Exterior stairs, Exterior Door &
Window Alterations, Access Ramps, Retaining
walls, Egress Window Wells, Relocation of
Accessory Structures \$50
☐ Structure, Paving, Amenities 250 sq. ft. or less \$175
☐ Structure, Paving, Amenities over 250 sq. ft. \$175

Demolition Permit:

☐ Residential Structure \$95
☐ Residential Accessory Structure \$75

☐ **PUD Residential Phased Development,
New Single-family or Duplex Residential** \$130

☐ **For a revision to an approved structure, etc.
within one year of permit approval date** \$75

☐ **Zoning Compliance Fee included in the Special
Land Use Permit or Variance Application fees**

**If you have any questions, please call 228-0425 or e-
mail alanders@marquettemi.gov.**

**Please refer to www.marquettemi.gov to find the
following information:**

Excerpts from the Land Development Code

- [Section 54.1401 Zoning Permits and
Zoning Compliance Review](#)
- [Article 3 Zoning Districts and Map](#)
- [Article 4 Schedule of Regulations](#)
- [Any other Article or Section applicable to
your proposal](#)

Ordinance #678 for Demolition of Buildings

PROPERTY OWNER

Name: _____

Address: _____

City, State, Zip: _____

Phone #: _____

E-mail: _____

APPLICANT (if different than property owner)

Name: _____

Address: _____

City, State, Zip: _____

Phone #: _____

E-mail: _____

PROJECT IDENTIFICATION

Property Address: _____ Zoning District: _____

DESCRIPTION OF PROJECT

Proposed structures (including stairs, eave size, sidewalks, patios, driveways, etc.) and dimensions:

Building style and materials:

Proposed phases and timelines for work:

Ultimate ownership (examples Condominium or Self):

EXISTING CONDITIONS

Current Use (please check box): ☐ Single-family ☐ Two-Family (duplex) ☐ Vacant Property

Occupancy (please check box): ☐ Owner-Occupied ☐ Rental ☐ Vacant (No structure)

Parcel Size (width and length): _____

Square footage of all Existing Structure(s) on the parcel:

Residential Structure (single-family home or duplex): _____

Accessory Structures (Detached Garage, shed, patio, etc.): _____

PROPOSED CONDITIONS AND STRUCTURE(S) FOR EXTERIOR WORK ONLY

Total area of parcel being disturbed (including lawns): _____

Square footage of structure(s): _____

Height of structure(s): _____

Number of floors/stories: _____

Finished Floor Elevation (above grade and curb cut): _____

Elevation at the curb cut for driveway (if elevation in ft is known, otherwise 0-ft): _____

Proposed Construction and Use
(check all that apply)

Single-Family

- ☐ New Home (See New or Addition Box)
- ☐ Addition (See New or Addition Box)
- ☐ Interior remodeling (See Int. Rem. Box)
- ☐ Accessory Structure (See Acc. Struct. Box)
- ☐ Demolition (See Demolition Box)
- ☐ Paving/hard surface addition
- ☐ Alteration

Two-Family

- ☐ New Duplex (See New or Addition Box)
- ☐ Addition (See New or Addition Box)
- ☐ Interior remodeling (See Int. Rem. Box)
- ☐ Accessory Structure (See Acc. Struct. Box)
- ☐ Demolition (See Demolition Box)
- ☐ Paving/hard surface addition
- ☐ Alteration

New or Addition

Heat

- ☐ N/A
- ☐ Gas (forced air) ☐ Gas (hot water)
- ☐ Electric ☐ Wood
- ☐ Other _____

Basement Use

- ☐ Storage ☐ Bedroom(s) ☐ Bathrooms
- ☐ Laundry ☐ Other _____
- ☐ No Basement
- ☐ Crawl Space ☐ Slab

Interior Remodeling

- ☐ No Use Change
- ☐ Use Change: _____

Accessory Structure Use

Type of Accessory Structure:

- ☐ Detached Garage
- ☐ Shed
- ☐ Detached Carport
- ☐ Patio
- ☐ Other _____

Describe proposed use of the structure: _____

What utilities (are/will be) available in the accessory structure?

- ☐ N/A
- ☐ Electricity
- ☐ Water
- ☐ Sewer
- ☐ Heat
 - ☐ Gas (forced air)
 - ☐ Gas (hot water)
 - ☐ Electric
 - ☐ Wood
 - ☐ Other _____

Demolition

The demolition of buildings must meet Article IV of the City Code, please click on the following link: https://library.municode.com/mi/marquette/codes/code_of_ordinances?nodeId=COOR_CH10BUBURE_ARTIVDEBU

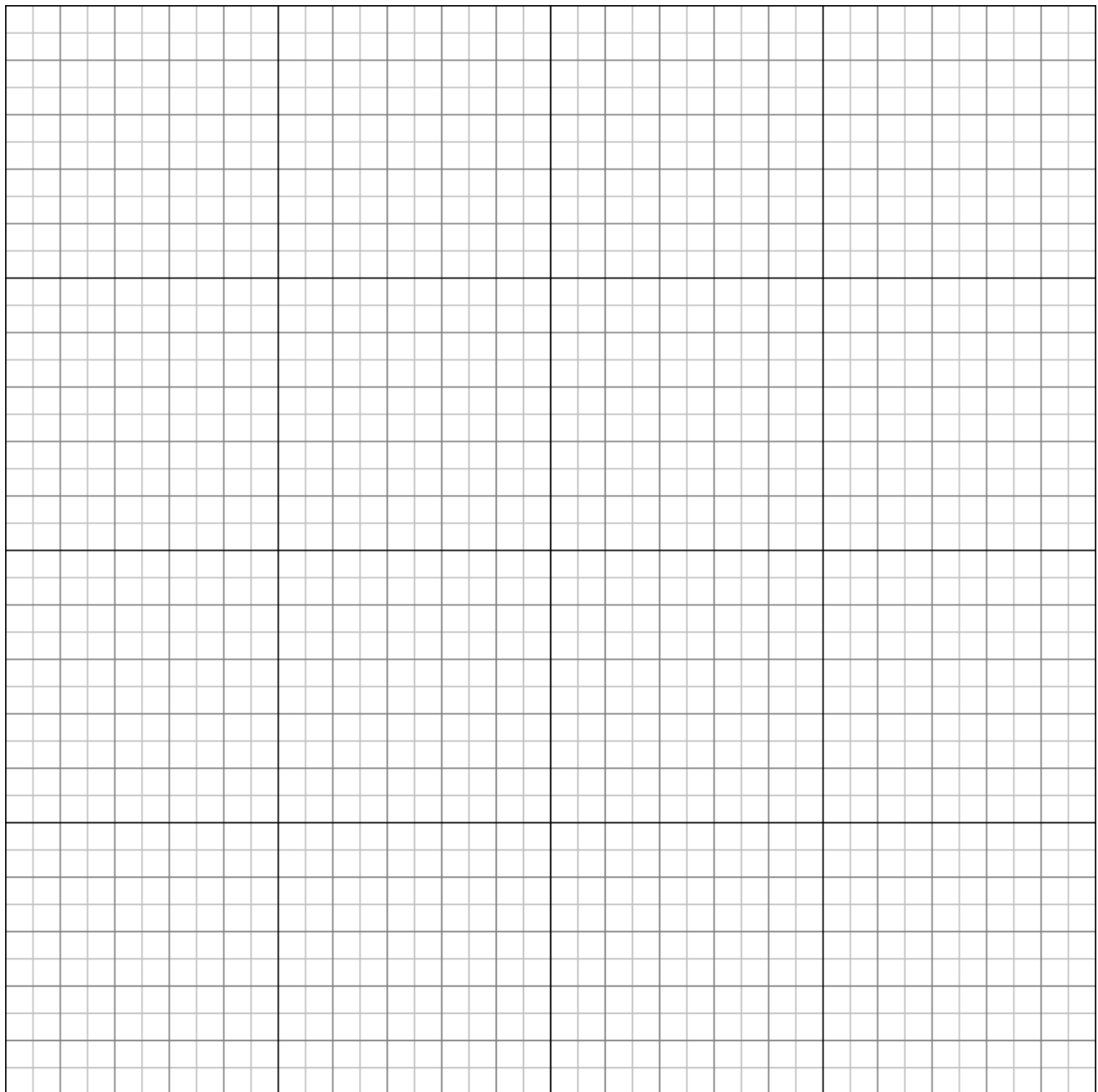
PROVIDE A PLOT PLAN DRAWN TO SCALE

(attach a separate sheet if needed)

Please note, we have aerial maps if you rather use that to draw on, please contact our office @ 228-0425.

The following information must be shown on the plot plan:

- For interior remodeling, please provide the floor plans of the structure.
- Show and label property lines and dimensions.
- Provide the North Arrow.
- Show and label adjoining rights-of-way, curb and pavement location and dimensions.
- Show and label all structures and dimensions.
- Show all structure setback distances from the property lines and between the structures.
- Show driveway location and dimensions and all parking spaces.
- Any other features that affect development (i.e. easements, rock outcrops, etc.)



ZONING BASICS

- **All construction requires zoning approval, whether or not a building permit is required by the Marquette County Building Codes Division. Please call 906-225-8180 to find out if you need a building permit.**
- **Assessing Staff will visit the property for tax purposes, as applicable.**
- **Businesses may need to be made accessible to the public and employees per the Americans with Disabilities Act and State Construction Code.**
- **Setback:** The minimum required horizontal distance between the foundation of a building or other structure, excluding allowable projections and encroachments, and the lot line or right-of-way line.
- If the owner and/or builder does not know the exact location of the property lines, a surveyor should be consulted.
- Yard setbacks vary by zoning district and for corner lots. On corner lots, both street frontages are considered to be front lot lines for setback purposes; one of the remaining lot lines may be designated as a side lot line and the other as a rear lot line for purposes of establishing setbacks.
- Demolition of Buildings – Must meet Ordinance #678.
- The above stipulations and requirements are not all-inclusive; it is the applicant's and property owner's responsibility to review the Land Development Code for the applicable standards regarding the proposed project.
- When construction commences prior to obtaining a zoning compliance permit, citations for civil infractions may be issued. The Board of Zoning Appeals may require that a structure be moved or altered if it does not meet the requirements of the Land Development Code.
- **The property owner authorizes the City Staff to inspect the property and verify compliance with this permit.**
- **The property owner acknowledges that the information in this application is correct and accurate.**
- **If the applicant is other than the owner, the owner hereby grants permission for the applicant to act in his/her behalf.**

PROPERTY OWNER SIGNATURE – REQUIRED

This application **WILL NOT** be accepted without the property owner's signature below.

I, the undersigned Property Owner, have read and understand the above statements.

**Sign
Here**

PROPERTY OWNER SIGNATURE: _____

PRINTED NAME: _____

PROPERTY ADDRESS: _____ **DATE:** _____

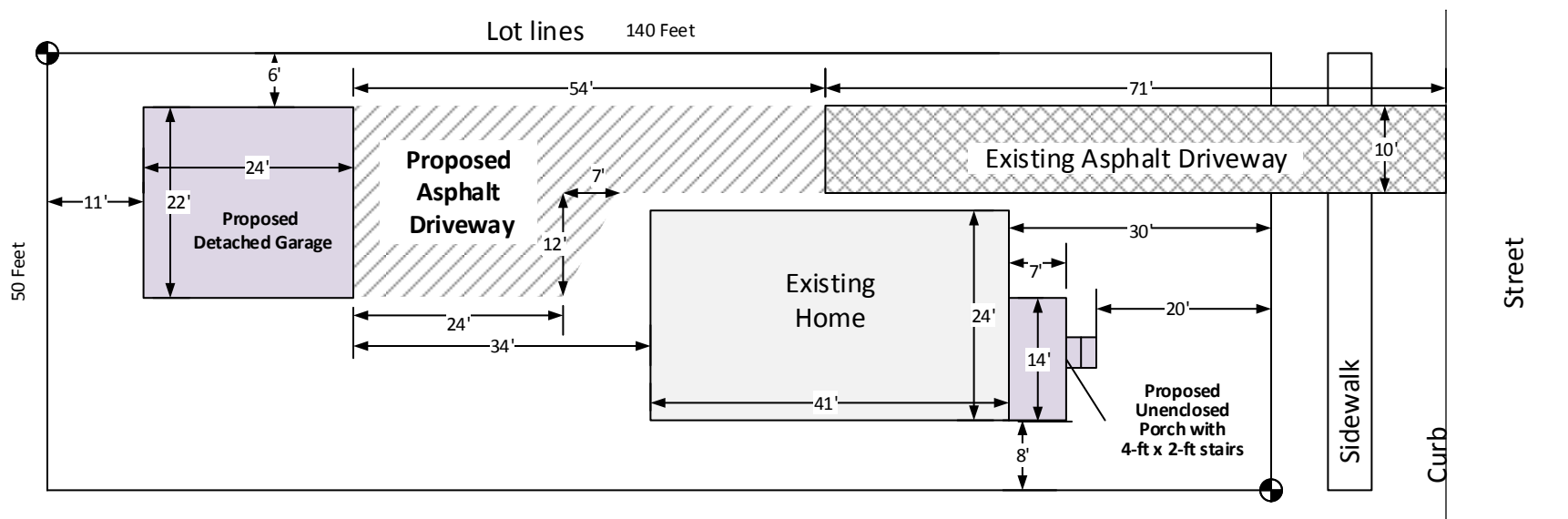
Applicant Signature (ONLY if applicant is NOT the property owner)

- The applicant acknowledges review of Section 54.1401 Zoning Permits and Zoning Compliance Review of the Land Development Code (available at www.marquettemi.gov or at the Municipal Service Center).
- If a demolition is proposed, the applicant acknowledges review of Ordinance #678 – Demolition of Buildings, and that this ordinance will be adhered to. (See page 3 or 4 of permit for the website link.)
- The applicant acknowledges that the information in this application is correct and accurate.

APPLICANT SIGNATURE: _____

Date: _____

SAMPLE PLOT PLAN FOR YOUR REFERENCE



The following information must be shown on the plot plan:

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- Show all structure setback distances from the property lines and between the structures.
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- Any other features that affect development (i.e. easements, rock outcrops, etc.)