



City of Ypsilanti Building Department

One South Huron • Ypsilanti, MI 48197
 Phone: (734) 482-1025 • Fax: (734) 483-7444
 www.cityofypsilanti.com

Office Use Only:

Receipt: _____

Method: _____

Zoning Review Application (Fence, Shed, Etc.)

I. Job Location

Street Address & Job Location (Street No. & Name)		Parcel Number 11-11-		Property Type <input type="checkbox"/> Residential <input type="checkbox"/> Commercial		Historic District <input type="checkbox"/> Yes <input type="checkbox"/> No	
Property Owner Name				Phone Number		Zoning District	
Address (Street No. and Name)		City	State	Zip Code	Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required		

II. Applicant Information (If homeowner, skip to Section III)

<input type="checkbox"/> Contractor		Company Name		Licensee Name			
<input type="checkbox"/> Homeowner							
Address (Street No. and Name)				Phone Number			
City		State	Zip Code	State License Number		Expiration Date	

III. Type of Job (Separate approval required if in Historic District)

<input type="checkbox"/> Fence		<input type="checkbox"/> Accessory Structure		Residential – Max 200 square feet Commercial – Max 120 square feet		<input type="checkbox"/> Temporary Use*	
Fence Height: _____		Lot Type		Type of Structure		Dimensions of Proposed Structure	
<input type="checkbox"/> Chain Link		<input type="checkbox"/> Rectangular		<input type="checkbox"/> Shed		_____ x _____ = _____ sq. ft.	
<input type="checkbox"/> Wood Privacy		<input type="checkbox"/> Irregular		<input type="checkbox"/> Greenhouse		Setbacks Front _____ Rear _____ (L)Side _____ (R)Side _____	
<input type="checkbox"/> Picket		<input type="checkbox"/> Corner Lot		<input type="checkbox"/> Gazebo/Pergola			
<input type="checkbox"/> Temporary		<input type="checkbox"/> Interior Lot		<input type="checkbox"/> Freestanding Deck			
<input type="checkbox"/> Other: _____		<input type="checkbox"/> Cul-de-sac		<input type="checkbox"/> Other: _____		<input type="checkbox"/> Tent (Engineering details req.) <input type="checkbox"/> Construction Building <input type="checkbox"/> Temporary Dwelling <input type="checkbox"/> Seasonal <input type="checkbox"/> Mobile Food Establishment Dates: _____ To _____	

A SITE PLAN OR SKETCH PLAN OF THE LOT MUST BE SUBMITTED WITH THIS APPLICATION. Submission must show all structures, existing and proposed accessory structure(s), fences, setback dimensions from property lines, etc. Fences to be installed on property lines must have a notarized letter from adjacent property owner(s) and must be submitted with this application. *The application will not be reviewed without the required site plan.*

Tent: Engineering details must include engineering anchoring specs and flame spread details.

IV. Applicant Signature

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN AND THE CITY OF YPSILANTI. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL APPLICABLE FEES AND CHARGES ASSOCIATED WITH THIS APPLICATION.

Signature of Contractor or Homeowner: _____		Date: _____
Print Name: _____	How would you like the permit to be sent? <input type="checkbox"/> First Class Mail <input type="checkbox"/> Email Email Address: _____	

***** Office Use Only *****

HDC Approval (if required) _____ Date _____		Approval	
Planning/Zoning Signature _____ Date _____		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
Building Department Signature _____ Date _____		Fees	
Notes: _____		Permit Fee	\$ _____
		Registration Fee	\$ _____
		Administration Fee	\$ _____
		Total Permit Fee	\$ _____