

**Charter Township of Ypsilanti**

**Office of Community Standards**

7200 S. Huron Drive, Ypsilanti, MI 48197

Phone: (734) 485-3943

Website: <https://ytown.org>

**ZONING PERMIT  
APPLICATION**

**I. PROJECT LOCATION**

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Parcel ID #: K-11- \_\_\_\_\_ Zoning \_\_\_\_\_ Lot Number: \_\_\_\_\_ Subdivision: \_\_\_\_\_

**II. APPLICANT INFORMATION**

**Property Owner:** \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Contractor / Engineer:** \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
License Number: \_\_\_\_\_

**III. FEES**

**Total:** \$ \_\_\_\_\_      **Breakdown of fee:**      **Non-refundable:**      **\$ 50.00**

**IV. APPLICATION TYPE** (*Smooth side of fence must face out – unless shadow box fence*)

- Fence**  
*Will fence be on property line?*
  - No
  - Yes: If yes, a certified property survey OR written, notarized consent form from adjacent neighbors.
- Driveway**
- Shed**
- Other**
- Building**

Describe in detail the proposed work to be performed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**V. APPLICANT SIGNATURE**

\_\_\_\_\_  
Applicant Signature                      Print Name                      Date



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**OFFICE USE ONLY**

<b>All Zoning Permit applications</b>	
<input type="checkbox"/> The application is filled out in its entirety and includes the signature of the applicant and, if different than the applicant, the property owner. <input type="checkbox"/> If work will be completed by the homeowner, a Homeowner Affidavit form is required. <input type="checkbox"/> Fees	<input type="checkbox"/> Plot plan or lot survey showing the following: <input type="checkbox"/> All property lines and dimensions <input type="checkbox"/> Existing buildings/fences/driveways and dimensions <input type="checkbox"/> Proposed buildings/fences/driveways and dimensions <input type="checkbox"/> Easements and dimensions, if applicable
<b>Fence application</b>	
<input type="checkbox"/> Smooth side of fence must face out – unless shadow box fence <input type="checkbox"/> Height of fence <input type="checkbox"/> Fence material and type <input type="checkbox"/> Detailed sketch of fence (to scale).	<input type="checkbox"/> Yes or no box checked on question "Will the fence be installed on property line?" <input type="checkbox"/> If yes, a certified property survey <b>OR</b> written, notarized consent form from adjacent neighbors.
<b>Driveway application</b>	
<input type="checkbox"/> The surfacing of the proposed driveway	
<b>Shed application (100 square feet – 200 square feet)</b>	
<input type="checkbox"/> Dimensions of shed <input type="checkbox"/> Square footage of shed <input type="checkbox"/> Distances between shed and all buildings on the parcel	<input type="checkbox"/> Distances from each wall of the shed to the nearest property line <input type="checkbox"/> Materials to be stored in shed

Zoning district: \_\_\_\_\_ Proposed use: \_\_\_\_\_

Lot dimensions (WxD): \_\_\_\_\_ Lot area (sq. ft.): \_\_\_\_\_

Maximum allowable coverage (sq. ft.): \_\_\_\_\_ Total coverage shown (sq. ft.): \_\_\_\_\_

Setbacks: Front: \_\_\_\_\_ Back: \_\_\_\_\_ Side: \_\_\_\_\_ Side: \_\_\_\_\_ Total sides: \_\_\_\_\_

Height: \_\_\_\_\_

**Environmental**

Wetlands: \_\_\_\_\_

Soil erosion: \_\_\_\_\_

Woodlands protection: \_\_\_\_\_

Drainage: \_\_\_\_\_

**Additional approvals needed:**

WCDC: \_\_\_\_\_ Received: \_\_\_\_\_

WCRC: \_\_\_\_\_ Received: \_\_\_\_\_

Fire Department: \_\_\_\_\_

Approved  Denied

\_\_\_\_\_  
Approved or denied by planning/zoning

\_\_\_\_\_  
Date

Planning/zoning comments:

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