



ZONING PERMIT APPLICATION

Instructions

Please complete the information requested below and attach a Site Plan following directions on reverse side.

Date Received _____

Zoning Permit # _____

APPLICANT INFORMATION

Name(s) _____ Address _____

Owner _____ Phone _____

PROPERTY LOCATION OR DESCRIPTION

Address _____

A. Proposed Structure or Land Use (check ALL that apply)

New Residential _____ Addition to Main Structure _____ Commercial _____ Sign _____
Porch _____ Deck _____ Fence _____ Pool _____ Attached Garage _____ Shed _____
Detached Garage _____ Other (describe) _____
Type of Construction: (a) Site Built _____ (b) Pre-Fabricated _____ (c) Other _____

B. Dimensions of Existing Structure(s)

Height (ft) _____ Stories _____
Length (ft) _____ Width (ft) _____

C. Dimensions of Proposed Structure or Land Use

Height (ft) _____ Stories _____
Length (ft) _____ Width (ft) _____

SIGNATURE OF APPLICANT _____ DATE _____

An approved Zoning Permit must be presented to the Tuscola County Building Code Administrator, SAFEbuilt, PO Box, 190, Athens, MI 49011. To obtain a Building Permits, or to see if a Building Permit is required, call 1-269-729-9244 for further instructions. (See attachment) Before you dig, call MISS DIG for utility stakeout at 1-800-482-7171.

**** Do Not Write Below This Line ****

Zoning District _____ Parcel # _____ Signs _____ Parking _____
Coverage _____ Flood Zone _____ Elevation _____ Elevation Certificate _____
Site Plan _____ Water Tap in Permit _____ Sewer Tap in Permit _____
Trucking Permit for Construction (\$750 deposit) _____ Inspection & Connection fee(water) _____
Inspection & Connection fee (sewer) _____
Comments: _____

Approved
 Disapproved _____
DPW Superintendent _____ Date _____

Approved **This permit is good for 1 year from date of approval.**
 Disapproved _____
City Manager _____ Date _____

ZONING PERMIT INSTRUCTIONS

To insure compliance with Zoning Ordinance provisions and set back requirements, a SITE PLAN must be submitted with all Zoning Applications. It may also be necessary to submit additional information depending on your location, proposed structure or land use. If you have questions or need assistance, contact City Hall Monday - Friday, 8:00 a.m. - 5:00 p.m., 286 E. Huron Avenue Phone: 823-8517, Fax: 823-3351.

SITE AND CONSTRUCTION PLAN INFORMATION

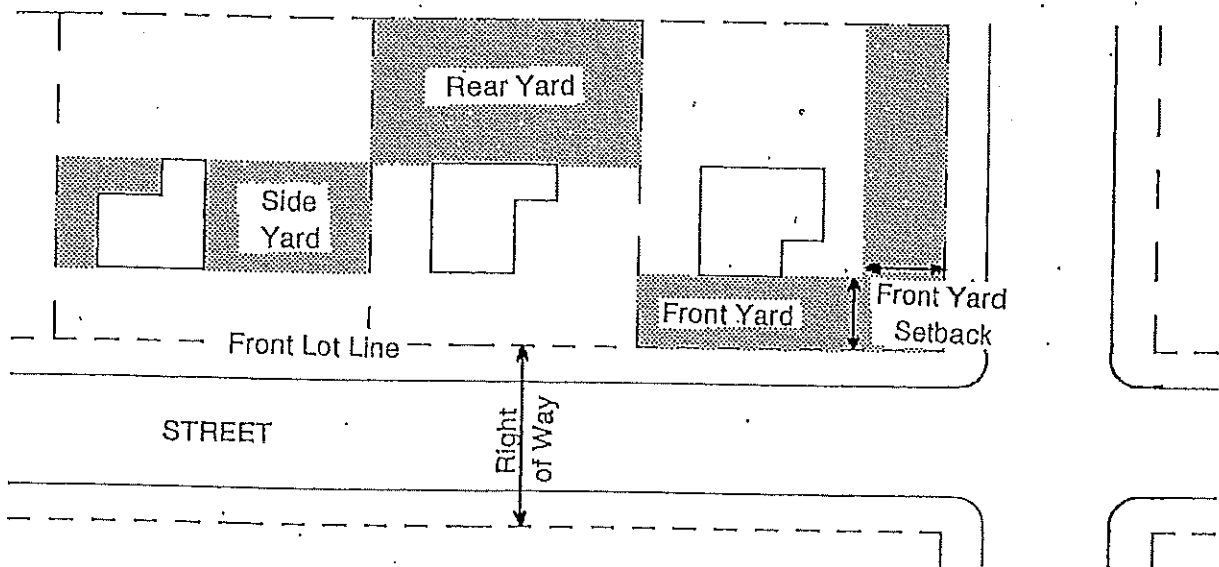
- For Residential Zones:
- 1) New Construction: submit plans drawn to scale which show construction methods, interior floor plan, and external visual appearance.
 - 2) the property dimensions drawn to scale (feet & inches) with all existing and proposed land uses.
- For All Other Zones: Contact City Hall for Site Plan requirements and Plan Review Procedures.

FLOOD PLAIN MANAGEMENT PERMIT

Some areas of the City are prone to flooding and may come under the provisions of the Flood Plain Management Ordinance. In these areas additional requirements or restrictions may apply and a Flood Plain Management Permit may also be required.

YARD AND BUILDING LINE SETBACK GUIDELINES

The Zoning Ordinance regulates the location of structures and other land uses based on Yard and Setback requirements. The drawing below should be used as a guide in preparing your Site Plan.



Tuscola County Building Codes

OUR CONTRACT WITH SOUTH CENTRAL MICHIGAN CONSTRUCTION CODE INSPECTIONS (SCMCCI)
WILL END ON 9-30-2021

THEY WILL BE PROVIDING SERVICES TO CLOSE OUT ALL OPEN PERMITS WITHIN TUSCOLA COUNTY.
PLEASE CONTACT THEM IF YOU HAVE ANY PERMITS OUTSTANDING AT:
[WWW.SCMCCI.ORG](http://www.scmcci.org) (<http://www.scmcci.org>) OR 989-672-3750

IF YOU HAVE PROJECTS THAT WILL TAKE LONGER TO COMPLETE BEYOND 9-30-21: EFFECTIVE
10/1/2021 TUSCOLA COUNTY HAS PARTNERED WITH SAFEbuilt TO PROVIDE BUILDING DEPARTMENT
SERVICES TO INCLUDE; BUILDING, ELECTRICAL, MECHANICAL, PLUMBING, AND SOIL EROSION
PERMITTING, INSPECTING AND PLAN REVIEW
AS THE SAFEbuilt TEAM DEVELOPS TO PROVIDE FULL-SERVICE, INCLUDING AN OFFICE WITHIN THE
CITY OF CARO, YOUR SUPPORT TEAM IS:

PAUL FEATHERSTON, STATE OPERATIONS MANAGER
EMAIL ADDRESS: pfeatherston@safebuilt.com

TIM GARDNER, BUILDING OFFICIAL/BUILDING INSPECTOR
EMAIL ADDRESS: tgardner@safebuilt.com

***SHARON CRAUN, OFFICE MANAGER**
EMAIL ADDRESS: scraun@safebuilt.com
Office: 269-729-9244 Fax: 269-729-9254

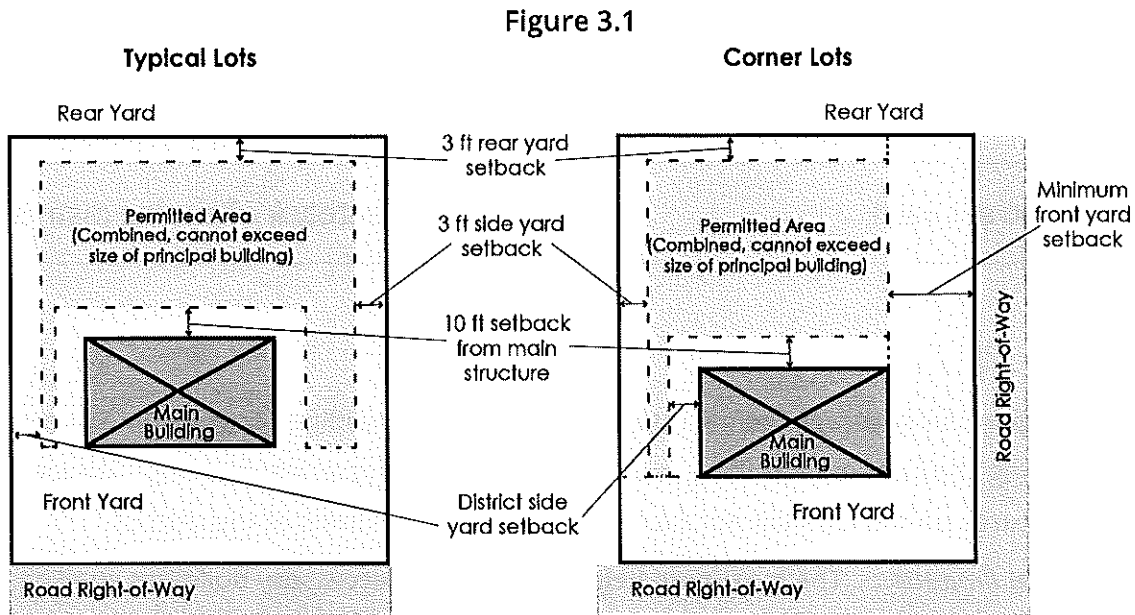
*SUBMIT YOUR APPLICATIONS AND/OR CONSTRUCTION DRAWINGS TO SHARON EITHER VIA EMAIL
OR POSTAL SERVICE.

SAFEbuilt.
Attn: Sharon Craun
P.O. Box 190, 107 S. Capital Ave.
Athens, MI 49011

BUILDING, ELECTRICAL, MECHANICAL, PLUMBING AND SOIL EROSION PERMIT APPLICATIONS WILL
BE FOUND ON THE COUNTY'S WEBSITE AT: www.tuscolacounty.org

Sec. 86-130. - Accessory buildings, structures, and uses.

(See figure 3.1, accessory buildings and structures location standards)



Accessory buildings, except as otherwise permitted in this title, shall be subject to the following regulations.

(1) *Relation to principal building.*

- a. Accessory buildings, structures, and uses are permitted only in connection with, incidental to and on the same lot with, a principal building that is occupied by a use permitted in the particular zoning district.
- b. No accessory building, structure, or use shall be occupied or utilized unless the principal structure to which it is accessory is occupied or utilized.
- c. Detached accessory buildings shall be set back a minimum of ten (10) feet from the principal building.

(2) *Locations for detached accessory buildings.*

- a. Detached accessory buildings and structures shall only be located in the yards listed in table 3.1.
- b. Accessory buildings shall not be located within a dedicated easement or right-of-way.

Table 3.1 Accessory Building Locations and Setbacks	
Locations Permitted	Minimum Setback from Lot Line
Front Yard	Not permitted

Side Yard	District setback
Rear Yard	3 feet from rear lot line 3 feet from side lot line 1 foot from alley
Corner lot side-street yard	Front yard setback of zoning district

- (3) *Rear yard lot coverage limit.* A total of the combined buildings accessory to a residential building shall not exceed the ground floor area of the principal building. The total area of all structures on the lot shall not exceed the lot coverage limits of the district.
- (4) *Height limitations.* The maximum height of detached accessory buildings shall be one story but not to exceed 14 feet.
- (5) *Use.* Accessory buildings shall not be occupied for dwelling purposes unless otherwise provided in this chapter. Accessory buildings shall not be used for a home occupation.
- (6) *Appearance.* The design and building materials of any accessory building shall generally be consistent with the character of the principal building on the property (e.g., material, color), as determined by the zoning official.
- (7) *Attached garages.* Garages that are structurally attached to a principal building by connection of walls or a roof shall be subject to, and must conform to, all regulations of this chapter applicable to the principal building, including setbacks and lot coverage, and not the regulations of this section. Attached garages shall not exceed the height of the living portion of the dwelling.

(Ord. No. 2019-06, 1-6-20)

Zoning Ordinances (01/23/2021)

Designation	Lot Size: Minimum Area	Lot Size: Minimum Width	Setbacks: Front Yard	Setbacks: Side Yard (min.) Least One/ Total Two	Setbacks: Rear Yard (min.)	Building Height: Stories (max.)	Building Height: Feet (max.)	Building Area: Floor Area Per Unit (min.)	Lot Coverage: Area of All Buildings (max.)	Lot Coverage: Area of all buildings and impervious surfaces
RA-1: One-Family Residential District	7,200 sq. ft.	60 ft.	25 ft.	6 ft./25 ft.	35 ft.	2.5	30 ft.	900 sq. ft.	30%	-
RA-2: Two-Family Residential District	21,780 sq. ft.	100 ft.	N/A	6 ft./15 ft.	35 ft.	2.5	30 ft.	2,000 sq. ft.	30%	-
RM-1: Multiple-Family Residential District	43,560 sq. ft.	-	40 ft.	10 ft./25 ft.	35 ft.	3	35 ft.	*	30%	40%
RM-2: Multiple-Family Residential District	7,200 sq. ft.	-	25 ft.	10 ft./25 ft.	35 ft.	3	35 ft.	*	-	-
B-2: General Business District	-	-	25 ft. or height of building, whichever is greater.	0 ft. Adjacent to residential: 10ft. Adjacent to residential (lots 3 acres or more): 60 ft.	Adjacent to residential (3 acres or more): 60 ft.	2.5	35 ft.	-	(3)	-
I-1: Industrial District	-	-	20 ft.	20ft./40ft.	20 ft.	-	35 ft.	-	-	-

* Efficiency-350 sq.ft.

One-bedroom apartment: 500 sq. ft. Two-bedroom apartment: 700 sq. ft. Three-bedroom apartment: 800 sq. feet, plus an additional 80 sq. ft. for each additional bedroom.

OFFICE OF
TUSCOLA COUNTY DRAIN COMMISSIONER

COUNTY COURTHOUSE

440 N. STATE STREET

CARO, MI 48723

Phone (989) 672-3820

Fax (989) 673-3497

email: drain-commissioner@tuscolacounty.org

ROBERT J. MANTEY
Drain Commissioner
Cell Phone (989) 553-3824



Office Day Wednesday

February 22, 2010

RE: County Drain Right-of-Ways

Dear Property Owner,

This is to inform you that it is your responsibility to contact the Drain Commissioner's office about your zoning request. Please call, e-mail, fax or stop in with your property tax ID#. A plot plan map is also helpful. Our office will let you know if you have a county drain on your property and what right-of-ways are present.

Most drain right-of-ways are a legal recorded easement for the purpose of maintaining a county drain. They can vary from 10 feet to 250 feet from the center of the drain. Title company searches sometimes do not find these documents in their search. Any obstruction, such as buildings, fences, grain bins, fertilizer storage, ponds, driveways, etc. are not allowed in the drain right-of-way without written permission from the Drain Commissioner. Below is a portion of the drain code explaining encroachments:

Michigan Drain Code of 1956, as amended, Section 280.85: Any use of the right-of-way which will interfere with the operation of the drain or will increase the cost to the district of performing any of its work thereon is deemed to be inconsistent with the district's easement. Any landowner who violates any of the above provisions shall be subject to the penalties provided in section 421 of this act.

Michigan Drain Code of 1956, as amended, Section 280.421: Whenever any person shall obstruct any established drain, it shall be the duty of the commissioner to cause such obstruction to be removed. The person causing such obstruction shall be liable for the expense attendant upon the removal thereof, together with the charges of the commissioner, and the same shall be a lien upon the lands of the party causing or permitting such obstruction, and all of the expense shall by the commissioner be reported to the board of supervisors, together with the report of his doings in the premises, and by said board ordered spread upon the land of the offending party, should the same remain unpaid: Provided, That the offending party causing such obstruction shall be given a notice in writing of at least 5 days to remove such obstruction.

Our contact information is listed below:

Phone # 989-672-3820

e-mail drain-commissioner@tuscolacounty.org

Fax # 989-673-3497

Location - Tuscola County Courthouse, Basement

Sincerely,

Robert J. Mantey

Tuscola County Drain Commissioner

