

SAFEbuilt, INC.  
 107 S. CAPITAL AVE., P.O. BOX 190, ATHENS, MI 49011  
 OFFICE: 269-729-9244 FAX: 269-729-9254  
 INSPECTION SCHEDULING: 877-721-9266  
 EMAIL: [athensmi@safebuilt.com](mailto:athensmi@safebuilt.com)  
 WEBSITE: [www.cornerstonemi.net](http://www.cornerstonemi.net)

Permit # \_\_\_\_\_  
 Fee \$65.00 + 10% = \$71.50  
 Method of Payment \_\_\_\_\_  
 Receipt # \_\_\_\_\_

Authority: 1972 PA 230  
 Completion: Mandatory to obtain permit  
 Penalty: Permit cannot be issued

**ALL PERMITS: ADD 10% MUNICIPALITY PROCESSING FEE  
 MAKE CHECK PAYABLE TO YOUR MUNICIPALITY**

### ZONING PERMIT APPLICATION

**A drawing (site plan shown from a "bird's eye" view) indicating property lines, location of all buildings presently on the property and location of the proposed new structure(s), must be submitted with this application. The site plan should also include measurements from your new project to property lines and distances between all buildings. An inspection will not be scheduled until the permit fee has been paid, a site plan has been submitted, proof of ownership of property has been provided, and the project has been marked in some way (in ground with stakes or on ground with painted markings). Please call our office at (269) 729-9244 to request your inspection, once all criteria is met. "Change of Use" applicants are exempt from providing a site plan as indicated and instead, will provide a statement of the proposed new use of the existing structure.**

<b>I. Job Location</b>			
JOB Address		Name of Owner	
Name of City, Village or Township in which job is located: ( )		County	
Owner Telephone			
<b>II. Applicant (Contractor/Property Owner Information)</b>			
<input type="checkbox"/> Contractor <input type="checkbox"/> Owner			
Address		City, State	Zip
Telephone	Work/Cell Phone	Fax	Email
<b>III. Type of Job (PLEASE MARK AS MANY AS ARE APPLICABLE)</b>			
<input type="checkbox"/> New	<input type="checkbox"/> Single Family or Two Family Home <u>Circle One</u>	<input type="checkbox"/> Outbuilding (Barn/Shed/Carport) <u>Circle One</u>	
<input type="checkbox"/> Addition	<input type="checkbox"/> Mobile Home or Prefab <u>Circle One</u>	<input type="checkbox"/> Garage (Attached/Detached) <u>Circle One</u>	
<input type="checkbox"/> Alteration/Remodel <u>Circle One</u>	<input type="checkbox"/> Fence - Indicate Type Here _____	<input type="checkbox"/> Pool (Above/Below Ground) <u>Circle One</u>	
<input type="checkbox"/> Change of Use (Current Use _____)	<input type="checkbox"/> Foundation Only	<input type="checkbox"/> Commercial Building	
<input type="checkbox"/> Other _____	<input type="checkbox"/> Deck/Porch <u>Circle One</u> (Attached/Detached) <u>Circle One</u>		
<b>IV. Project Dimensions</b>			
_____ Project Width	_____ Project Length	_____ Project Height (from grade to highest point)	_____ # of Floors    _____ Total Square Feet
<b>V. Zoning Questions (PLEASE CIRCLE YES OR NO)</b>			
Does this property have frontage on two roads?	YES	NO	
Does this property have lake frontage?	YES	NO	
Is there a dwelling presently on this property?	YES	NO	
Is there an accessory building presently on this property?	YES	NO	
Is the construction located within 500 ft of a lake, stream, or natural body of water?	YES	NO	
Will the construction require the moving of one surface acre or more of land?	YES	NO	
If construction is for an accessory building, will it contain animals?	YES	NO	
<b>VI. Responsibilities of Applicant:</b> It is your responsibility to be aware of any deed restrictions, subdivision regulations, flood plain regulations, and wetland regulations. I have read, acknowledged, and will comply with all of the above and with the land use regulations, as determined by the zoning administrator, or will go to the proper board for a variance/special consideration and will provide in writing such approvals, if granted, to the zoning administrator.			
APPLICANT SIGNATURE		DATE	
Zoning Official's Signature		Date	

**RETURNED CHECKS ARE SUBJECT TO FEES IN ACCORDANCE WITH THE MUNICIPALITY'S RETURNED CHECK POLICY. AN ADMINISTRATIVE FEE OF \$65.00 (+MUNICIPALITY'S 10% PROCESSING FEE) WILL BE RETAINED FOR CANCELED/TERMINATED PERMITS OR APPLICATIONS**