

PROCEDURES FOR ZBA 001 – ZONING COMPLIANCE PERMIT

This permit is used for existing or new buildings needing the following:

1. Changes in current structure(s) (anything that changes the outside dimensions)
2. New accessory building(s) (garages, barns etc.)
3. New fixtures (permanent pools, fences, air conditioner, etc.)
4. New primary buildings on empty lots*

A. Submit zoning permit to the Village Clerk – include the following:

Required Fee

Location of property involved in request

Name and address of applicant

Legal description of property

Present zoning of property

Statement of request

Site plans – 2 sets (to scale) including -

property lines; all existing and new buildings/fixtures; exact distances between all of the following: existing buildings/fixtures, new buildings/fixtures, property lines and any of the previously stated buildings/fixtures

B. Zoning Administrator will approve or deny request

(response times will vary – responses that don't encounter any problems or need special consideration should be completed within 30 days of submitting request)

C. Approved request

Take approved request to Barry County for building permits

PCI (Professional Code Inspections of MI)

109 S Church St

Hastings, MI

269-948-4088

D. Denied request

1. drop request

2. apply for variance request or special use permit as needed (ZA will advise on this choice)

(See procedures for needed permit for additional information)

*for new building sites (no existing building on lot or total replacement of primary building on lot) a site plan must first be submitted to the Planning Commission for approval and required fees paid, before a zoning permit can be submitted for consideration

ZBA001

VILLAGE OF NASHVILLE
ZONING COMPLIANCE PERMIT
Requires approval of Zoning Administrator

Cost of permit - \$30.00 / after the fact - \$200 - paid_____

Date _____

I. Location of property: _____

Name of applicant: _____ Telephone # _____

Address of applicant: _____

Please attach a copy of the legal description of property

Present zoning classification: AG___ RA___ RB___ RC___ RD___ CBD___ GB___ I___ PUD___

II. Applicant's request: _____

Applicant must complete parts I and II and the reverse side of this form.

III. Action by Zoning Administrator: Approved _____ Denied _____

Section (s) of the Zoning Ordinance involved: _____

Not in compliance with the following provisions of Zoning Ordinance: _____

Review of property as it pertains to the provisions of the Zoning Ordinance: (Zoning Administrator should indicate requirements and whether satisfied)

Front Yard Clearance: _____ Side Yard Clearance: _____ Rear Yard Clearance: _____

Zoning Classification: _____ Other requirements: _____

Signature of Zoning Administrator

Date

If the applicant disagrees with the interpretation of the Zoning Ordinance, as made by the Zoning Administrator, the applicant may appeal the determination to the Zoning Board of Appeals. Applicant must complete the form ZBA002 for such appeal. Upon payment of the Appeal Fee, a hearing will be scheduled. Application must be presented to the Village Hall.

NOTE – filling this application implies that the property owner is giving permission for the Zoning Administrator to visit, walk on or around the property to investigate the application request when/if needed.

If this permit is approved it is good for one year from date of approval

The Village of Nashville is an equal opportunity provider.

**VILLAGE OF NASHVILLE
ZONING PERMIT**

Requires approval of Zoning Administrator

<input type="checkbox"/> Masonry (wall bearing)	1. No of stories		Parking spaces	
<input type="checkbox"/> Wood Frame	2. Total square feet of floor area		Enclosed	
<input type="checkbox"/> Structural Steel	all floors based on exterior		Outdoors	
<input type="checkbox"/> Reinforced Concrete	dimensions			
<input type="checkbox"/> Other - specify	3. Total Land are - sq ft			
Type of Sewage Disposal -	Type of Water Supply		Residential Building only	
<input type="checkbox"/> Public or private company	<input type="checkbox"/> Public or private company		No. of bedrooms	
<input type="checkbox"/> Private (septic tank, etc.)	<input type="checkbox"/> Private (well, cistern)		No. of bathrooms - full <input type="checkbox"/> partial	

Site or Plot Plan

Lot Size: _____ Additional detailed drawings / diagrams may be required. It is recommended that all drawings be to scale and properly dimensioned. Improper drawings will be rejected

Note - site plan must be drawn to scale and include property lines, current buildings, all new buildings/fences (including height of fences) and the exact distance between buildings and between buildings and property lines. Each square on this grid = 5 foot (which makes the graph 150 ft wide by 125 ft tall). Other drawings should be attached sufficient to show your planning. Two copies each are required.