



**ZONING PERMIT APPLICATION**  
 City of Frankenmuth  
 240 W. Genesee Street  
 Frankenmuth, MI 48734-1398  
 Phone: (989) 652-9901 Fax: (989) 652-3451  
 www.frankenmuthcity.com

Permit # \_\_\_\_\_

<b>Location</b>				
Project Address		Zoning District		Date
<b>Owner/Contractor Information</b>				
<b>A. OWNER</b>				
Name		Address		
City	State	Zip	Telephone Number	
Cell/Pager Number		Email Address		
<b>B. CONTRACTOR/INSTALLER</b>				
Name		Address		
City	State	Zip	Telephone Number	
Cell/Pager Number		Email Address		
<b>Project Characteristics/Details/Setbacks</b>				
<b>A. Type of Project? Please check ("x") below those that apply.</b>				
<input type="checkbox"/> New Building	<input type="checkbox"/> Change in Use	<input type="checkbox"/> Pool -	<input type="checkbox"/> Inground or	<input type="checkbox"/> Aboveground
<input type="checkbox"/> Addition/Alteration	<input type="checkbox"/> Fence* (see notes)	<input type="checkbox"/> Shed/Storage Bldg+	(see notes) _____	
<b>B. Is the project:</b> <input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Replacement				
Please describe the proposed project. Please use reverse side for drawing site plan or plot plan.				
<b>Notes:</b>				
*Fences-Indicate height, type (i.e. wood, vinyl, chainlink), location to property lines/streets, neighboring fences. The finished side of privacy fences must face outward. Fence heights cannot exceed 6 ft. above the grade in most cases.				
+Sheds-Shall not exceed 150 sq.ft. or 10 feet in height in most cases. One shed per parcel/lot.				
<b>C. Setbacks:</b> Front _____ Side (1) _____ Side (2) _____ Rear _____				

<b>Sign Permits Only - Supplemental Information</b>	
<b>Type of Sign:</b>	<input type="checkbox"/> Free-standing/pole <input type="checkbox"/> Building/wall mounted <input type="checkbox"/> Replace Copy Only <input type="checkbox"/> Other _____
	<input type="checkbox"/> Land Development/building project <input type="checkbox"/> Portable/changeable Letter <input type="checkbox"/> "A" Frame
<b>Lighting:</b>	Will the sign be lighted? <input type="checkbox"/> Yes. <input type="checkbox"/> No. Describe lighting (i.e. internal/external) _____
Dimension(s) of sign(s):	_____ <input type="checkbox"/> Single Face <input type="checkbox"/> Double Face
Estimated Project Cost: \$	_____ Total Square Footage of ALL Current Signs: _____
<b>**Information Specific to TEMPORARY Signs only**</b>	
Most temporary signs are limited to twenty-five (25) days per calendar year and are limited to 32 square feet or less in size. A permit is requested for _____ days, beginning:	
a. _____ and ending on _____	d. _____ and ending on _____
b. _____ and ending on _____	e. _____ and ending on _____
c. _____ and ending on _____	f. _____ and ending on _____
<b>Additional Requirements for ALL Signs - Please check ("x") below those that apply</b>	
Should this permit be issued, you are advised of the following responsibilities:	
<input type="checkbox"/> 1. A print and site plan of the sign must be attached to provide sufficient graphic information to determine compliance with applicable City Codes (i.e. size, height, lettering, color scheme and location on parcel and/or building).	
<input type="checkbox"/> 2. If the location of the sign is within the Historic Preservation District, the Historic District Commission must approve this application prior to a permit being issued. This process usually takes up to fifteen (15) business days.	
<input type="checkbox"/> 3. If you have any questions, please contact the Zoning Administrator and/or Building Inspector.	

