

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: [safebuilt.com/locations/Athens-office](http://safebuilt.com/locations/Athens-office)  
 Authority: 1972 PA 230  
**Completion: Mandatory to obtain permit**  
**Penalty: Permit cannot be issued**

Permit # \_\_\_\_\_  
 Fee \$78.00 + 10% Admin Fee = \$85.80  
 Method of Payment \_\_\_\_\_  
 Receipt # \_\_\_\_\_

**ALL PERMITS: ADD 10% MUNICIPAL PROCESSING FEE  
 MAKE CHECKS PAYABLE TO THE "CITY OF THREE RIVERS"**

## 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:<br>( ) City ( ) Village ( ) Township OF:   |  | County  |                         |
| Owner Telephone   |  |   |                         |
| <b>II. Applicant (Contractor/Property Owner Information)</b>  |  |   |                         |
| ( ) Contractor ( ) Owner  |  |   |                         |
| Address   |  | City, State   | Zip                     |
| Telephone   | Work/Cell Phone  | Fax   | Email                   |
| <b>III. Type of Job (PLEASE MARK AS MANY AS ARE APPLICABLE TO THIS JOB)</b>   |  |   |                         |
| ( ) New   | ( ) Single Family or Two Family Home <u>Circle one</u>                 | ( ) Outbuilding (Barn/Shed/Carport) <u>Circle One</u> |                         |
| ( ) Addition  | ( ) Mobile Home or Prefab <u>Circle One</u>                            | ( ) Garage (Attached/Detached) <u>Circle One</u>      |                         |
| ( ) Alteration/Remodel <u>Circle One</u>  | ( ) Fence - Indicate Type Here _____                                   | ( ) Pool (Above/Below Ground) <u>Circle One</u>       |                         |
| ( ) Change of Use (include intended use on PAGE 2)  | ( ) Foundation Only  | ( ) Commercial Building                               |                         |
| ( ) Other _____   | ( ) 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. |  |   |                         |
| <b>APPLICANT SIGNATURE</b>  |  | <b>DATE</b>   |                         |
| Zoning Official's Signature   |  | Date  |                         |

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

IN ADDITION TO PAGE 1 AND SITE PLAN DRAWING, PAGE 2 MUST ALSO BE SIGNED AND SUBMITTED FOR ALL PROPERTIES AND/OR PROJECTS.

## ZONING PERMIT APPLICATION

CONTINUED FROM PAGE 1, ATTACHED (OR REVERSE SIDE)

**Property Address:** \_\_\_\_\_

Three Rivers, MI 49093

|  |
|--|
| <b>VII: ACKNOWLEDGEMENT OF CURRENT AND PROPOSED USE OF PROPERTY/PROJECT AREA</b> |
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**Current use of property (or project area):** \_\_\_\_\_

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**Intended use of property (or project area):** \_\_\_\_\_

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**Description of actual work to be performed:** \_\_\_\_\_

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**By signing this form you acknowledge that any and all proposed uses have been listed on this form.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Note:** All zonings require 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), and 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 @ 269-729-9244 to request your inspection once all criteria are met. “Change of Use” applicants are exempt from providing a plan drawing as indicated but must complete the sections above or provide a separate statement of the proposed new use of the property and/or structure.

\_\_\_\_\_ Check here when including additional page(s) for plan drawing