

# Charter Township of Kalamazoo

1720 Riverview Drive  
Kalamazoo, Michigan 49004-1099  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.kalamazootownship.org

## ZONING - LAND USE PERMIT APPLICATION FOR OFFICE USE ONLY

Parcel Number \_\_\_\_\_  
Date: \_\_\_\_\_  
Name: \_\_\_\_\_

\_\_\_\_\_  
(applicant)  
\_\_\_\_\_  
(address)  
\_\_\_\_\_  
(city, state, zip code)  
\_\_\_\_\_  
(telephone, home and business)

Case Number \_\_\_\_\_  
Date Received \_\_\_\_\_  
Fee Received \_\_\_\_\_  
Receipt Number \_\_\_\_\_

PROPERTY OWNER'S NAME AND ADDRESS (if not the applicant)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone ( \_\_\_ ) \_\_\_ - \_\_\_\_\_

If you are not the property owner what is your relationship to him/her? (circle one):

Builder Have    Option to purchase    Agent/other \_\_\_\_\_

PROPOSED CONSTRUCTION SITE ADDRESS (if known) \_\_\_\_\_

PARCEL SIZE \_\_\_\_\_

PROPERTY DESCRIPTION \_\_\_\_\_

PROPERTY TAX NUMBER 06- \_\_\_\_\_

SIZE OF BUILDING, STRUCTURE, ADDITION \_\_\_\_\_

**ATTACH REQUIRED PLANS, DRAWINGS, AND SPECIFICATIONS FOR THE PROPOSED LAND USE AND BUILDINGS ACCORDING TO ART. 26.00 OF THE KALAMAZOO TOWNSHIP ZONING ORDINANCE.** (If this permit is for anything more than a new or repair to single or two-family dwellings, attach a site plan pursuant to Section 26.02 E. for Planning Commission review.)

**AFFIDAVIT:** I agree the statements made above are true, and if found not to be true, any zoning permit that may be issued may be void. Further, I agree to comply with the conditions and regulations provided with any permit that may be issued. Further, I agree the permit that may be issued is with the understanding all applicable sections of the Kalamazoo Township Zoning Ordinance will be complied with. Further, I agree to notify the Kalamazoo Area Building Authority for inspection before the start of construction and when locations of proposed uses are marked on the ground. Further, I agree to give permission for officials of Kalamazoo Township, Kalamazoo Area Building Authority, the County and the State of Michigan to enter the property subject to this permit application for purposes of inspection. Finally, I understand this is a zoning permit application (not a permit) and that a zoning permit, if issued, conveys only land use rights, and does not include any representation or conveyance of rights in any other statute, building code, deed restriction or other property rights.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

When completed send to:  
Planner/Zoning Administrator  
Kalamazoo Charter Township  
1720 Riverview Drive  
Kalamazoo, MI 49004-1099

# Charter Township of Kalamazoo

## FEE SCHEDULE Effective April 3, 2017

| <b>Application Type</b>                                    | <b>Fee</b>   |
|--|--|
| <b>SPECIAL USES</b>  |  |
| Special Use Application                                    | <b>\$500 plus \$500 escrow</b>                         |
| Amendment  | <b>\$500</b>   |
| <b>SITE PLANS</b>  |  |
| Special Meeting - Planning Commission                      | <b>\$500 plus escrow 500*</b>                          |
| Site Plan Amendment - major                                | <b>500 plus escrow 500*</b>                            |
| Site Plan Amendment- minor                                 | <b>\$0</b>   |
| Preliminary Site Sketch Plan /concept plan - not mandatory | <b>\$0</b>   |
| Cell Towers  | <b>\$500 for site plan<br/>\$150 for co-location</b>   |
| <b>DEVELOPMENTS</b>  |  |
| Site Plan Review   |  |
| <6 Dwelling units or <1,500 s.f.                           | <b>\$500 plus escrow of \$1,500 *</b>                  |
| 6-99 Dwelling units or 1,501 s.f.- 50,00 s.f.              | <b>\$600 plus escrow of \$2,500 *</b>                  |
| 100 Dwelling units or > 50,001 s.f.                        | <b>\$700 plus escrow of \$2,500 *</b>                  |
| Plat / condominiums  | <b>\$900 plus \$500 escrow</b>                         |
| <b>RESIDENTIAL PERMITS</b>                                 |  |
| Residential Accessory Building - 200 square feet and under | <b><u>no permit required and no fee</u></b>            |
| Residential Accessory Building - 201 s.f. or larger        | <b>\$50</b>  |
| Residential Administrative Approval                        | <b>\$50</b>  |
| Home Occupation  | <b>\$0</b>   |
| Home-based Business  | <b>under special use</b>                               |
| <b>COMMERCIAL PERMITS</b>                                  |  |
| Zoning Approval where no building permit is required       | <b>Commercial/industrial uses \$50</b>                 |
| Sign Permit/Approval                                       | <b>\$90 for a new sign      \$50 for minor changes</b> |
| Temporary Sign   | <b>(if required) \$50</b>                              |

# Charter Township of Kalamazoo

## FEE SCHEDULE Effective April 3, 2017

|   | Fee                          |
|---|------------------------------|
| <b>ZONING BOARD OF APPEALS</b>  |                              |
| Variance Request  | \$500 plus \$500 escrow      |
| Ordinance Interpretation by ZBA   | \$500 plus \$500 escrow      |
| Sign Variance   | \$500                        |
| Special Meeting - Zoning Board of Appeals   | \$500                        |
| <b>ZONING/MASTER PLAN AMENDMENTS</b>  |                              |
| Rezoning Map Amendment  | \$500 plus \$1,500 escrow    |
| Text Amendment  | \$500 plus \$1,500 escrow    |
| Master Plan Amendment   | \$500 plus \$1,500 escrow    |
| <b>OTHER FEES</b>   |                              |
| Zoning Verification Letter  | \$50                         |
| Land division   | \$100                        |
| Floodplain  | add \$25 to any other fee(s) |
| Used car dealership - annual  | \$100                        |
| Salvage yard - annual   | \$100                        |
| Temporary Use - less than 30 days   | \$150 one renewal \$25       |
| Temporary use - 30 days or more   | \$300                        |
| Entertainment - annual  | \$100                        |
| Sand, gravel, other mineral - annual  | \$100                        |
| Rental home permit for two years  | \$100                        |
| Collection / Donation box no bin  | \$100                        |
| <b>Failure to obtain a permit(s), fees if notice of violation mailed or emailed is DOUBLE</b>   |                              |
| * Escrow Account- a deposit against which actual fees for the Township Engineer, Attorney and any other outside consultants will be charged. Residual will be returned to applicant. Account to be replenished as needed and requested by Zoning Administrator. |                              |