



ZONING PERMIT APPLICATION

Zoning Permit Fee: \$50.00
Fee must accompany application, payable to the City of St. Clair.

OFFICE USE ONLY

PERMIT #: _____

DATE: _____

Please complete and submit this application, the permit fee and the Site Plan information listed on the back of this form.
PLEASE NOTE: Work shall not begin until the Zoning Permit has been approved by the City Council.

PROPERTY OWNER INFORMATION

PROPERTY OWNER: _____

MAILING ADDRESS: _____

PHONE #: _____ E-MAIL: _____

PROPERTY INFORMATION

PROPERTY ADDRESS: _____

LOT SIZE: FRONT: _____ REAR: _____ SIDE (L): _____ SIDE (R): _____

PROPOSED PROJECT INFORMATION

1. DESCRIBE PROPOSED PROJECT: _____

2. SIZE OF PROPOSED STRUCTURE: WIDTH: _____ LENGTH: _____ HEIGHT: _____ SQ. FEET: _____

3. TYPE OF MATERIALS TO BE USED: _____

4. ESTIMATED START DATE: _____ ESTIMATED COMPLETION DATE: _____

5. COMPLETE AND INCLUDE THE SITE PLAN INFORMATION LISTED ON THE BACK OF THIS FORM.

I hereby make application to the City of St. Clair for a Zoning Permit. The information provided on this application and the accompanying documents is complete and accurate and correctly states my intentions.

SIGNATURE OF APPLICANT: _____ DATE: _____

OFFICE USE ONLY

CITY COUNCIL ACTION

Zoning Permit Approved: _____ Zoning Permit Denied: _____ Date: _____

Comments: _____

If denied, reason for denial: _____

Zoning Permit Application Site Plan Information

Submit all information applicable to your project.
The City Council will not act on incomplete applications.

SITE PLAN – A Site Plan, including the following information, is required and must be submitted with all Zoning Permit Applications:

- Date and North arrow.
- All property lines and lot dimensions.
- Location, dimensions and setback of all existing buildings and structures on the property.
- Location, dimensions and setback of the proposed building/structure.
- Location of all adjacent streets, sidewalks, driveways, alleys and waterways.
- Location of all existing and proposed water lines, hydrants, sanitary sewer lines and storm sewer drainage systems.
- Other information as may be requested or required.

PROPERTY LINES: It is the responsibility of the property owner to know the location of property pins and property lines. If property pins cannot be located and property lines cannot be determined it is the responsibility of the property owner to have the property surveyed.

SETBACK: The setback is the distance between the building/structure and the property lines. Front yard setbacks are measured from the property line, not the curb or the street.