



Access Permit Application Form

Applicant/Owner:

Name _____

Address of subject property: _____

Marion County Map No.(s), if available: _____

Marion County Parcel No.(s), Marion County Tax Account No. (s): _____

Addition/Subdivision Name (if available) _____,

Lot _____, Block _____

Mailing address _____

City/State/Zip _____

Day time phone () _____

The owners of record of the subject property do hereby request permission to:

(In the interest of clarity and correctness, please be as specific as possible. If you need more space, please continue on the back of this sheet.)

Fees and Deposits:

Application Type: Access Permit Land Use Type I

Application Fee (this fee is non-refundable): **\$ 100.00** _____

Deposit Towards Actual Costs: **\$ 325.00** _____

(Refer to Resolution 490, dated August 10, 2011 for Application type and fee)

A complete application must include the following:

1. A site map of the property drawn to scale showing the following: existing property lines, right-of-way, easements, and the location and dimensions of existing and proposed driveways and public and private streets within or abutting the subject property.
2. A description of how the proposed development complies with the access and transportation standards found in Section 3.1.2 and 3.4.1 of the Detroit Development Code.

Application accepted by: _____ Date _____

Application Determined Complete on this date: _____

Application Determined Complete by: _____

CITY OF DETROIT
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All land use applicants shall be charged the ACTUAL COST to the City of Detroit of rendering a decision on their land use application. Cost shall include but not be limited to: contract planning services, City of Detroit staff time, city attorney time, cost of supplies, printing, legal notices, stamps, and city engineer time spent on reviewing the application.

The applicant will be required to pay a deposit in the amount set by ordinance. When a final decision is rendered by either staff or City Council the city will send a final invoice to the applicant. Building permits will not be issued until the land use fees are paid in full to the city.

In the event the actual cost does not exceed the deposit, the difference will be refunded the applicant. In the event an applicant chooses to withdraw an application prior to a final decision being made, the actual costs the city has incurred will be deducted from the deposit.

I certify I have read, understand, and agree to the charges outlined above.

_____ (applicant)

We, the following:

Name: _____ PHONE: _____

ADDRESS: _____

being the owners of record or contract purchasers of the subject property respectfully petition the Detroit City Council for permission to (describe request you are making):

The applicant(s) shall certify that:

- The request does not violate any deed restrictions that may be attached to or imposed upon the subject property.
- If the application is granted, the applicant will exercise the rights granted in accordance with the terms and subject to all the conditions and limitations of the approval.
- All of the statements in this application and the statements in the plot plan, any attachments, and exhibits submitted with this application are true; and the applicants so acknowledge that any permit issued, based on this application, may be revoked if it is found that any such statements are false.

Dated this _____ day of _____, 20_____.

Signature of each owner of the subject property. Print name after signature.

