

**APPLICATION FOR PLAN REVIEW AND OFF STREET PARKING LOT CONSTRUCTION PERMIT**

City of Marquette Engineer's Office  
850 W. Baraga Avenue  
Marquette, Michigan 49855  
Phone: (906) 228-0440, Fax (906) 228-0445

**PLEASE CHECK ONE OF THE FOLLOWING:**

A.( ) New Construction    B.( ) Alteration requiring additional Parking    C.( ) Change in use of existing business or property

**Section I    PROPERTY LOCATION**

1. Street Address of Property to be Served by this Parking Lot: \_\_\_\_\_
2. Legal Description of land on which lot will be built: \_\_\_\_\_  
\_\_\_\_\_
3. Parcel I.D. # \_\_\_\_\_                      Zoning District \_\_\_\_\_

**Section II    ZONING USE**

1. Will this parking lot serve a use or business which is not located on the same site or parcel of Land? \_\_\_\_\_  
If so, how many feet (along street lines) from site to site? \_\_\_\_\_
2. Will this parking lot serve two or more buildings or uses: \_\_\_\_\_  
Describe: \_\_\_\_\_
3. Will this application change the designated use of an existing parking lot? \_\_\_\_\_  
Describe: \_\_\_\_\_
4. Principal use(s) of property(ies) to be served by this parking lot: \_\_\_\_\_  
\_\_\_\_\_
5. Parking Space Requirements (See Zoning Administrator) \_\_\_\_\_

**Section III    PARKING LOT SPECIFICATIONS**

1. Total Area of Site or Parcel of Land: \_\_\_\_\_ SQ FT
  - a. Area to be paved or surfaced: \_\_\_\_\_ SQ FT
  - b. Area designated for snow storage: \_\_\_\_\_ SQ FT
  - c. Area to be landscaped (except snow Storage): \_\_\_\_\_ SQ FT
  - d. Area occupied by buildings: \_\_\_\_\_ SQ FT
  - e. Other (Describe): \_\_\_\_\_ SQ FT
2. Number of parking spaces provided: \_\_\_\_\_
3. Parking angle: \_\_\_\_\_ degrees
4. Stall dimensions: \_\_\_\_\_ ft. x \_\_\_\_\_ ft.
5. Maneuvering lane width: \_\_\_\_\_ ft.

6. Number and size of curb cuts for driveways: \_\_\_\_\_ ea.
7. Names of streets onto which driveways will enter: \_\_\_\_\_
8. Distance between curb cuts: \_\_\_\_\_ ft.
9. Type and thickness of pavement of surfacing: \_\_\_\_\_
10. Will spaces be delineated by wheel stops or painted lines: \_\_\_\_\_
11. Type and height of fencing to be installed: \_\_\_\_\_
12. Type and location of lighting to be installed: \_\_\_\_\_

**Section IV STORM DRAINAGE**

1. Type of storm drainage to be provided:
  - a. Inlets and storm sewer ( )
  - b. On-site detention ( )
  - c. Retention or recharge basins ( )
  - d. Other (describe) ( ) \_\_\_\_\_
2. Briefly describe criteria used in selecting and sizing the storm drainage system: \_\_\_\_\_  
\_\_\_\_\_
3. How will excess run-off be prevented from draining onto adjacent properties? \_\_\_\_\_  
\_\_\_\_\_
4. Does the owner of this property hold legal easements for drainage across adjacent properties? \_\_\_\_\_  
Location of easement: \_\_\_\_\_

**Section V OTHER UTILITIES**

1. Will any water or sewer lines have to be relocated or abandoned to accommodate the proposed construction?  
Describe: \_\_\_\_\_
2. Will any new water or sewer lines have to be installed? \_\_\_\_\_
3. Will any fire hydrants or utility poles have to be relocated? \_\_\_\_\_

**Section VI CONTRACTOR INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Section VI I AFFIDAVIT**

I, the undersigned, as owner or agent, certify that the foregoing information is factual and representative of what is to be built on the described site. To my knowledge it is in compliance with current regulations of the City of Marquette and no attempt has been made to misrepresent what will be built.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

**\* Attach three copies of proposed site plan to this application and forward to the Zoning Administrator.**

**Section VII APPROVALS**

APPROVED BY THE ZONING ADMINISTRATOR:

APPROVED BY THE CITY ENGINEER:

\_\_\_\_\_  
(ZONING ADMINISTRATOR)

\_\_\_\_\_  
(CITY ENGINEER)

DATE: \_\_\_\_\_ 20\_\_

DATE: \_\_\_\_\_ 20\_\_