

215 WEST MAIN STREET NORTHVILLE, MI 48167 (248) 449-9902

REQUEST FOR PRE-APPLICATION MEETING

Submit this application and the required fee to request a pre-application conference with the City's Planning Consultant. The application and fee must be submitted before a meeting will be scheduled.

Base Fee: \$360* Fee must be submitted at the time of application. *Applicant is responsible for and is invoiced for any additional fees incurred beyond the base fee, as billed to the City of Northville by its Planning Consultant.

Pre-Application Meeting Requirements

- Complete the application and sign.
- Make 8 copies of the <u>application</u> and all <u>backup documentation</u> and assemble into <u>8 identical packets</u>. Application must be on top and backup documents must be folded to the same size as the application. No binders, folders, etc.
- Submit the documents to the Building Department along with the required fee.
- PDF file that exactly matches the paper submission also emailed to dmassa@ci.northville.mi.us. NO FLASH DRIVES OR THUMB DRIVES accepted
- If you do not have a sketch, aerial photograph, or other proposed development plan available at the time of application, you must provide 8 copies at the Pre-Application meeting.
- The City's Planning Consultant will contact you to schedule the pre-application meeting.

APPLICANT INFORMATION
Name of Applicant:
Address
Telephone Email
PROPERTY OWNER INFORMATION (Note: Proof of Ownership is required. See Page 2)
Name of Property Owner:
Address:
Telephone Email
LOCATION OF PROJECT
Property Address:
Cross Streets: and
Lot No: Lot Size:
Current Zoning District:
Located in the Historic District: Yes No
Located in the Downtown Development Authority (DDA) district: Ves No

Page 1 of 2 (2/2022)

BRIEF DESCRIPTION OF PROPO	OSED DEVELOPMENT		
THE FOLLOWING IS INCLUDE	D WITH THIS APPLICA	ATION	
		or other proposed development plan. If this is vided at the Pre-Application Meeting.	not
**Must have the nam		sting of: Title Insurance, Purchase Agreement, involved in any corporation, partnership, etc. I ation.	
me to make this application as his jurisdiction. The applicant hereby expresponsible for any and all fees, costs application is granted or not. In the otherwise, to collect any amount due costs and expenses, including attorne	s/her authorized agent and pressly acknowledges and s, and/or expenses which are event that the City of N or owing by the applicant, by fees, incurred by the City	ed application meeting and that the owner has ad we agree to conform to all applicable languages that by signing this document, the application whether application whether applicative is required to take any type of action then the applicant expressly agrees to pay for of Northville in having to collect any such and igned or application will not be accepted.	aws of this icant is fully proval of the on, legal or any and all
Applicant SIGNATURE	DATE	PRINT Applicant Name	
Print the applicant's full legal name (i	individual or company)		
Provide the applicant's complete addr	ress		
Relationship to owner		Phone #	
T	O BE COMPLETE	D BY THE CITY	
Date Received: —	——— Forwarded	d to Carlisle/Wortman on :	
Internal Distribution: City Manager, Building	g Official, DPW Director,	Street File, DDA Director, Clerk on	
Comments:			

Page 2 of 2 (2/2022)