



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 application and all backup documentation and assemble into 8 identical packets. 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 msmith@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: Yes No

