



GRAND HAVEN CHARTER TOWNSHIP

ZONING PERMIT APPLICATION

Application Type	Fee	Application Type	Fee
Fence	\$50	Chickens	\$75
Shed (≤200 sqft)	\$50	Livestock	\$75
Outdoor Pond	\$75	Others	\$75

Typical regulations are included with the application. The full Zoning Ordinance is available at [ghtmi.gov/resources/ordinance/](http://ghtmi.gov/resources/ordinance/).

**Applicant Information** (Applicant is responsible for doing the work)

Name \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Address \_\_\_\_\_  
 Email Address \_\_\_\_\_

**Owner Information** (If different from applicant)

Name \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_

**Property Information**

Address/Parcel No. \_\_\_\_\_  
 Parcel Size (acres) \_\_\_\_\_ Current Zoning \_\_\_\_\_

**Type of Structure** (select one)

- Shed      Width \_\_\_\_\_      Length \_\_\_\_\_      Height \_\_\_\_\_
- Fence      Height \_\_\_\_\_      Length \_\_\_\_\_      Material \_\_\_\_\_
- Chickens/Livestock \_\_\_\_\_
- Outdoor Pond \_\_\_\_\_
- Other (retaining walls, PODs, etc.) \_\_\_\_\_

**Value of Proposed Work**      \$ \_\_\_\_\_

**Site Plan Drawing is included with this application?**    Yes \_\_\_\_\_    No \_\_\_\_\_

I hereby attest the information on this application is, to the best of my knowledge, true and accurate.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Inspection Requirement:**  
**The applicant is required to call the Township to schedule an inspection when the work is completed**

## SITE PLAN DRAWING

Please provide a scaled drawing with details of your proposed work including setbacks to property lines, setbacks to other structures on lot, show the road location, the dimensions of the proposed structure, and any other relevant information. Use multiple pages if necessary.

*Tip: use an aerial map to draw the Site Plan.*

Go to <https://gis.miottawa.org>, and click Property Mapping Lite

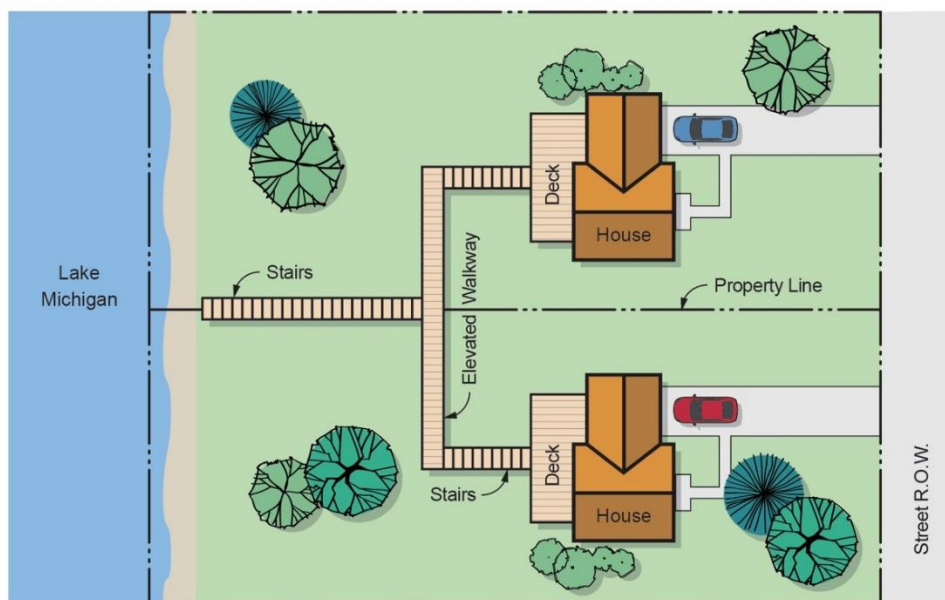


## Section 10.01

# ACCESSORY STRUCTURES.

- (A) **Prohibited Accessory Buildings and Structures.** The following shall not be used as an accessory structure on any residential lot:
- (1) Shipping Containers, Include Semi-Trailers;
  - (2) Manufactured Mobile Homes;
  - (3) Inoperable Vehicles;
  - (4) Boats or Other Watercraft; and
  - (5) Recreational Vehicles (RVs)/Motor Homes/Travel Trailers.
- (B) **Exempt Accessory Buildings and Structures.** The following residential accessory structures shall be exempt from the regulations of this section, except for the regulations listed below.
- (1) **Childhood Amenities.** Playground equipment, treehouses, lemonade stands, playhouses, and other similar amenities shall be exempt from this section, except they must be setback at least three (3) feet from all side and rear lot lines and shall not exceed 200 square feet in floor area.
  - (2) **Structures without Walls.** Gazebos, pergolas, and other permanent structures without walls shall be exempt from this section, except they must maintain the required setbacks for accessory structures. These structures shall not be used for storage. These structures shall not exceed 200 square feet in floor area, as measured by the area of the roof structure or similar exterior structure
  - (3) **Elevated Walkways.** Elevated walkways, along with decks or landings, that meet the standards of the Michigan Department of Energy, Great Lakes, and Environment to be constructed in a High Risk Erosion Area and/or Critical Dune Area shall be exempt from this section. Elevated walkways are permitted to be shared by two (2), or more, adjacent property owners, and does not have setback requirements, meaning it can cross lot lines.

Figure 10-1: Elevated Walkways





- (a) Landings, which shall be defined as flat areas of the walkway that are deeper than a stair but not wider than the stairwell they connect to, shall be considered part of the elevated walkway and shall not be required to be set back from property lines.
- (b) Decks, which shall be defined as flat areas of the walkway that are deeper than a stair and wider than the stairwell they connect to, shall be required to be set back at least five (5) feet from all property lines. Decks shall also be subject to the following standards:
  - (i) There shall be no maximum size of a deck.
  - (ii) Decks shall not count against the maximum number of accessory structures.

**(C) Residential Accessory Buildings and Structures.**

- (1) **Zoning Districts.** Accessory buildings and structures may be erected in any zoning district only as an accessory to an existing main building (which includes being built simultaneously with the construction of the main building).
- (2) **Main Building Requirement.** Accessory buildings and structures may not be constructed, or if constructed may not remain, on a lot without a main building. The Zoning Administrator shall have the authority to grant a temporary exception to this prohibition, subject to reasonable conditions, if the Zoning Administrator finds the temporary exception is consistent with the purposes of this Ordinance, as described in [Section 1.02](#).
- (3) **Elements of the Main Buildings.** All buildings and portions of buildings connected to the main building shall be considered an element of the main building (e.g., an attached garage), and shall therefore comply in all respects with the requirements of this Ordinance that apply to the permitted main building, including but not limited to setback requirements, unless specifically stated to the contrary herein. The term “connected” shall mean the space shares a common wall with the main building or is connected by an enclosed breezeway.
- (4) **Permitted Uses.** Permitted uses of residential accessory buildings include storage of utility trailers, personal vehicles, recreation vehicles or equipment, yard maintenance equipment and machinery; or greenhouses or workshops for personal use, enjoyment, and pleasure of the residents of the dwelling unit.
- (5) **Residential Purposes.** All uses for residential accessory buildings and structures must be accessory to the use of the dwelling unit.
- (6) **Number of Accessory Buildings and Structures.** The number of accessory buildings shall comply with the table below.

Lot Area in Acres	Maximum Number
Less than one (1) acre	2
One (1) acre, but less than ten (10) acres	3
Ten (10) acres, but less than twenty (20) acres	4
Every additional ten (10) acres	1 per 10 acres

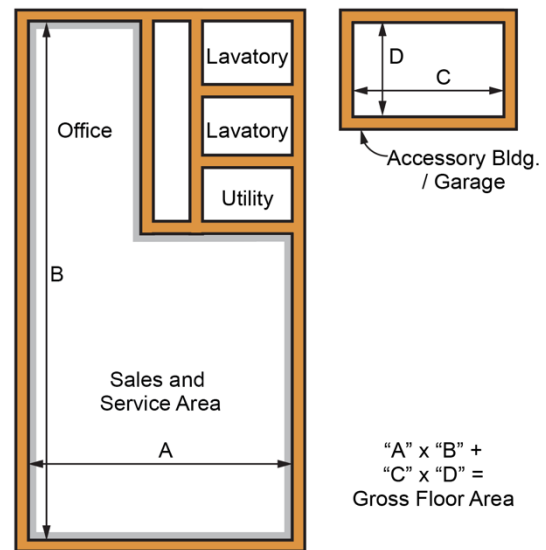


- (7) **Size Requirements.** The total floor area (defined below) of the allowed residential accessory building(s) shall be dependent on the lot area, as outlined in the table below.

Lot Area in Acres	Maximum Total Floor Area of the Allowed Accessory Building(s)
Less than one-half (½) acre	720 square feet
One-half (½) acre, but less than one (1) acre	1,000 square feet
One (1) acre, but less than two (2) acres	1,500 square feet
Two (2) acres, but less than five (5) acres	2,000 square feet
Five (5) acres, but less than ten (10) acres	2,500 square feet
Ten (10) acres, but less than fifteen (15) acres	3,000 square feet
Fifteen (15) acres, but less than twenty (20) acres	3,500 square feet
Twenty (20) acres or more	4,000 square feet
Every additional five acres:	2,000 additional square feet

- (8) The term “total floor area” as used in this subsection means the sum total useable floor area of the ground floor of all residential accessory buildings situated or permitted on a lot. Total floor area also includes the area under an attached lean-to structure, or roof overhang greater than three (3) feet, or other similar sheltered area.
- (9) **Height Restrictions.** An accessory building can be up to twenty-four (24) feet in height, or the height of the Main Building, whichever is greater. See [Section 2.08](#) – Building Height, for measurement method.
- (10) **Setbacks.**
  - (a) Setbacks shall be measured from the foundation of the accessory building or structure. A cantilever or overhang may extend no more than three (3) feet into the required setback.
  - (b) Accessory buildings and structures shall be setback in accordance with the following table:

Figure 10-2: Floor Area



### Floor Area

Usable Floor Area



Accessory Building or Structure Area (interior square footage)	Setbacks Main Building, Side and Rear Lot Lines, and Other Accessory Structure(s)
200 sf or less	5 feet
201 – 600 sf	10 feet
601 – 2,000 sf	15 feet
2,001 sf or more	25 feet
Shall be setback at least twenty-five (25) feet from any road right-of-way	

**(11) Location Requirements.**

- (a) Accessory buildings and structures are not permitted in the front yard, or any required side yard.
- (b) Accessory buildings and structures shall not occupy more than twenty-five percent (25%) of the rear yard.
- (c) Notwithstanding the subsection a), the Zoning Administrator may permit one (1) accessory building to be located in a Waterfront Yard, subject to the following standards:
  - (i) The accessory building shall not exceed 200 square feet in total floor area.
  - (ii) The accessory building shall be aesthetically compatible with the Main Building on the site. Aesthetic compatibility may include roof pitch, façade materials/siding, inclusion of windows, colors, and other factors deemed necessary by the Zoning Administrator.
  - (iii) The accessory building shall have a minimum five (5) foot setback from the main building, any accessory buildings or structures, and the side lot lines. The accessory building shall comply with the minimum front yard setback for the underlying zoning district.

**(D) Non-Residential Accessory Buildings and Structures.**

- (1) **Zoning Districts.** Non-residential accessory buildings and structures may be erected in any non-residential zoning district only as an accessory to an existing Main Building (which includes being built simultaneously with the construction of the Main Building).
- (2) **Main Building Requirement.** Accessory buildings and structures may not be constructed, or if constructed may not remain, on a lot without a Main Building.
- (3) **Elements of the Main Building.** If the function of an accessory building is integrated into the permitted Main Building, the space shall comply in all respects with the requirements of this ordinance that apply to the permitted Main Building, including but not limited to setback requirements, unless specifically stated to the contrary herein.
- (4) **Size Requirements.**
  - (a) The term “total floor area” as used in this subsection, means the total useable floor area of the ground floor of all accessory buildings situated or permitted on a lot.
  - (b) The total floor area occupied by the accessory buildings shall not exceed the gross floor area of the Main Building on the lot.
- (5) **Height Restrictions.** No accessory building or structure shall exceed the building height for Main Buildings in the district in which it is located.
- (6) **Location Requirements.**



- (a) Except for canopy roofs, as defined in this Ordinance, accessory buildings or structures are not allowed in any front yard or any required side yard.
  - (b) Accessory buildings and structures shall not occupy more than twenty-five percent (25%) of the rear yard.
- (7) **Setbacks.**
- (a) Setbacks shall be measured from the foundation of the accessory building or structure. A cantilever or overhang may extend no more than three (3) feet into the required setback.
  - (b) Accessory buildings shall comply with the setbacks of the underlying zoning district.
  - (c) An accessory building shall be setback at least:
    - (i) Twenty-five (25) feet from the Main Building.
    - (ii) Eighteen (18) feet from another accessory building.
- (8) **Canopy roofs.**
- (a) Canopy roofs such as those for gas pump islands accessory to automobile service stations and other uses, drive-in restaurants, banks, and other similar uses shall be permitted to encroach into any required yard, provided that a minimum setback of fifteen (15) feet is maintained from any property line.
  - (b) The height of the canopy roof shall not exceed fourteen (14) feet and shall be open on all sides.
  - (c) The colors and design of the canopy shall be compatible with the Main Building on the lot.
  - (d) Lighting on, or within, the canopy shall comply with the requirements of [Chapter 6](#) of this Ordinance.
  - (e) Signs on the canopy shall comply with the wall sign provisions of [Chapter 11](#) of this Ordinance.

## Section 10.02

# SWIMMING POOLS.

- (A) Underground pools shall be set back five (5) feet from all lot lines.
- (B) Above ground pools, including any surrounding decks, shall be setback ten (10) feet from all lot lines
- (C) Hot tubs/spas shall be exempt from setback requirements.
- (D) All swimming pools must meet the requirements of the Building Code.

## Section 10.03

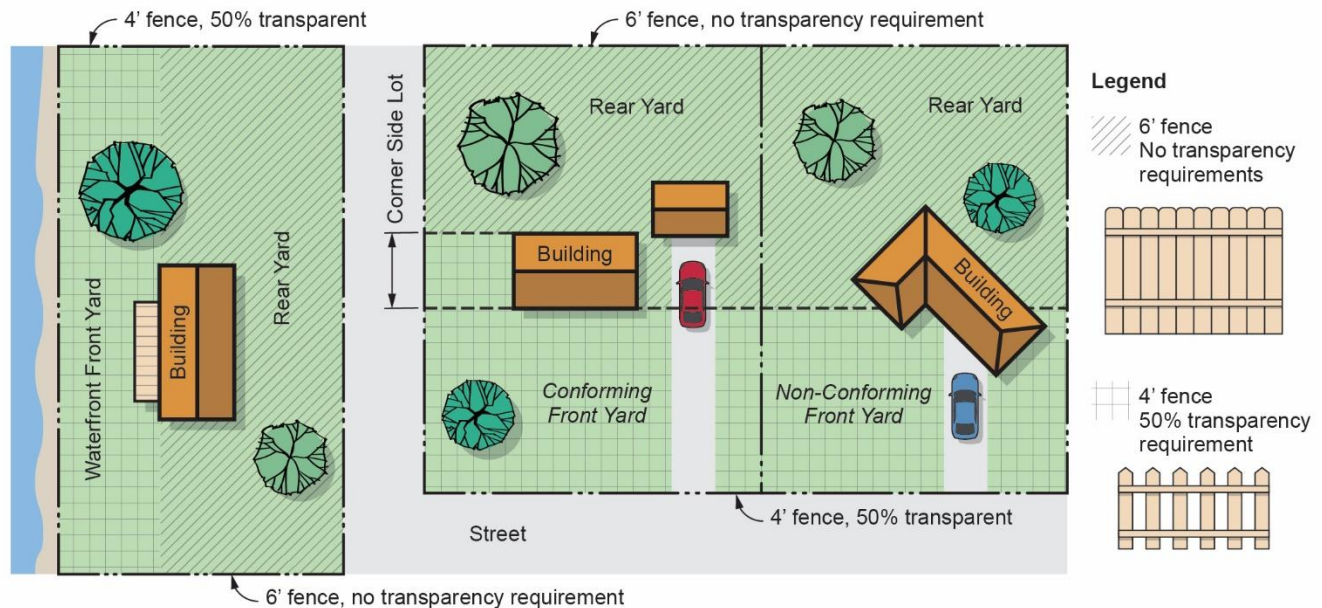
# FENCES AND WALLS.

- (A) Fences on all lots in all districts are permitted in any yard following the issuance of a permit by the Zoning Administrator.
- (B) Fence Materials:



- (1) Unless otherwise specified in this section, all fences shall be designed and constructed of materials commonly used in conventional fence construction. Acceptable materials include wood product, composite wood, rigid vinyl, wrought iron, chain link, or other material with similar purpose, strength, and durability approved by the Zoning Administrator
- (2) The fence shall not contain barbed wire, electric current, broken glass, or other sharp or hazardous edges. Chain link fences shall not have sharp wire edges exposed. However, the use of barbed wire, electric current, sharp or hazardous edges, or wire of similar nature is permitted in the AG, RP, RR, or I-1 districts, if the use of such wire is necessary for security for a permitted use or special land use of the property which is being utilized
- (C) Fences shall not extend into any street right-of-way.
- (D) A fence within a front yard or side yard abutting a street shall not exceed four (4) feet in height, except as otherwise permitted in this Section, and shall be at least fifty percent (50%) transparent, meaning that at least fifty percent (50%) of the total area between grade and four feet vertically, and between the ends of the fence horizontally, must be see-through. Fifty percent (50%) transparent fence designs may include, but are not limited to picket, chain link, split rail, and wrought iron.
- (E) Fences within a rear yard or interior side yard shall not exceed six (6) feet in height, except as otherwise permitted in this Section, provided that such fences may not exceed four (4) feet in height when located within the front setback line of adjacent residential premises if such setback line were extended onto the premises served by such fences.
- (F) The Zoning Administrator may permit the construction of customary or necessary fences, which may be needed due to the operation, or safety/security needs of the site, where such fences will not impede vision or unnecessarily block the view from any adjacent property.

Figure 10-3: Fences



## Fence Allowances