



GRAND HAVEN CHARTER TOWNSHIP

ZONING PERMIT APPLICATION

Application Type	Fee
Fence	\$40
Shed (≤200 sqft)	
Other	\$75

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

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

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

Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Address \_\_\_\_\_

**Property Information**

Address/Location \_\_\_\_\_  
 Parcel Number 70 - - - - \_\_\_\_\_  
 Parcel Size (acres) \_\_\_\_\_ Current Zoning \_\_\_\_\_  
 Lot Type Typical Lot \_\_\_\_\_ Corner Lot \_\_\_\_\_ Waterfront Lot \_\_\_\_\_

**Type of Structure** (select one)

- Shed Width \_\_\_\_\_ Length \_\_\_\_\_ Height \_\_\_\_\_
- Fence Height \_\_\_\_\_ Length \_\_\_\_\_ Material \_\_\_\_\_
- Other (specify type of structure & size) \_\_\_\_\_

**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.

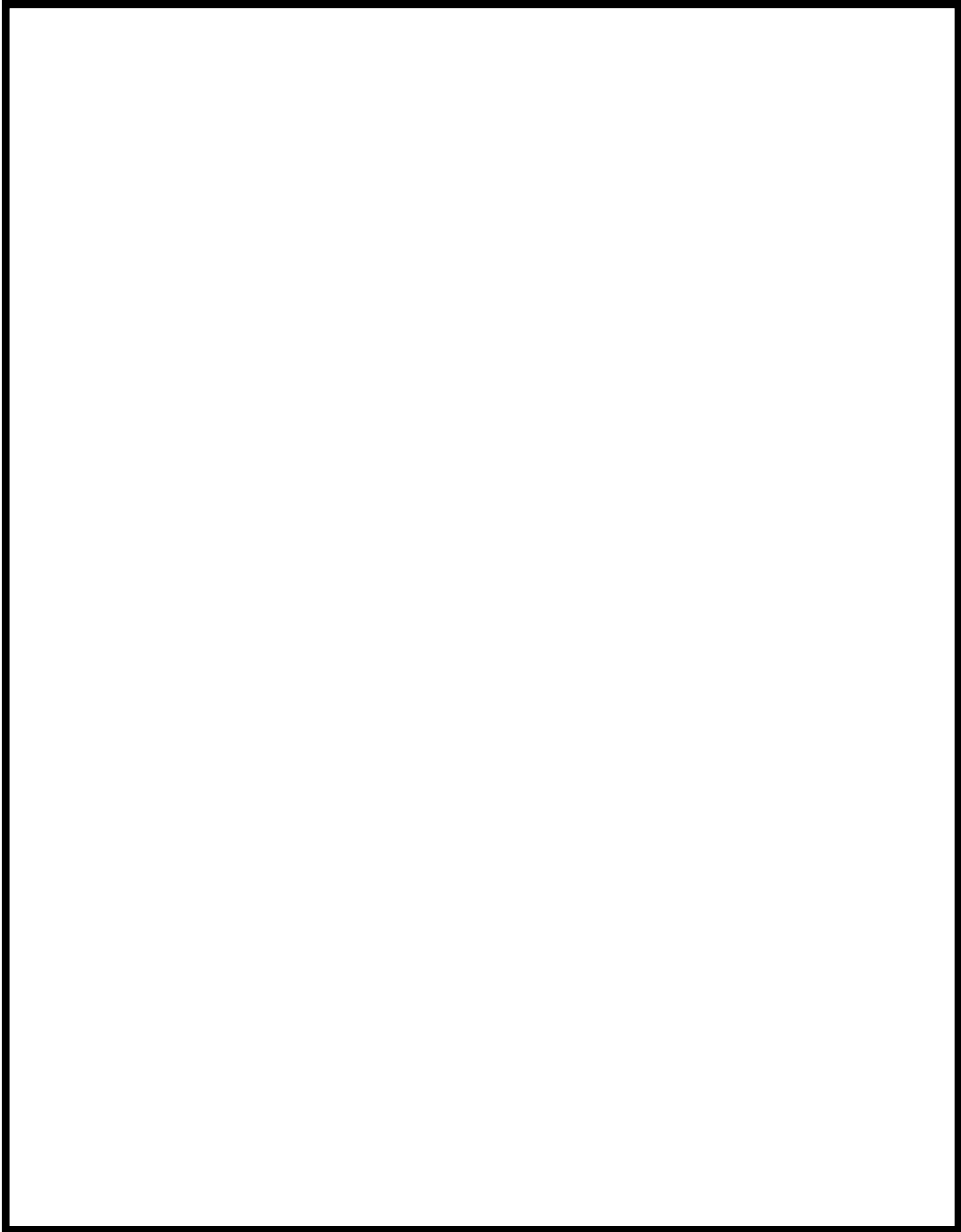
\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
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.



**15.2000**      **CHAPTER 20**  
**GENERAL PROVISIONS**

**15.2003**      **SECTION 20.03 ACCESSORY BUILDINGS AND STRUCTURES**

1.      **Prohibited Accessory Buildings and Structures.** The following shall not be used as an accessory structure on any residential lot:
  - A.      Shipping containers, include semi-trailers;
  - B.      Manufactured mobile homes;
  - C.      Inoperable vehicles;
  - D.      Boats or other watercraft; and
  - E.      Recreational Vehicles (RVs)/motor homes/travel trailers.
  
2.      **Exempt Accessory Buildings and Structures.** The following accessory structures shall be exempt from the regulations of this section, except for the regulations listed below.
  - A.      **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.
  
  - B.      **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.
  
  - C.      **Elevated Walkways.** Elevated walkways that meet the standards of the Michigan Department of Environmental Quality to be constructed in a Critical Dune Area, High Risk Erosion Area, regulated Wetland, or regulated Floodplain shall be exempt from this section.
  
3.      **Accessory Buildings and Structures.**
  - A.      **Zoning Districts.** Accessory buildings and structures may be erected in any zoning district only as an accessory to an existing principal building (which includes being built simultaneously with the construction of the principal building).
  
  - B.      **Principal Building Requirement.** Accessory buildings and structures may not be constructed, or if constructed may not remain, on a lot without a principal 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.

- C. **Elements of the Principal Buildings.** All buildings and portions of buildings connected to the principal building shall be considered an element of the principal building (e.g., an attached garage), and shall therefore comply in all respects with the requirements of this Ordinance that apply to the permitted principal 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 principal building, or is connected by an enclosed breezeway.
  
- D. **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.
  
- E. **Residential Purposes.** All uses for residential accessory buildings and structures must be accessory to the use of the dwelling unit.
  
- F. **Number of Accessory Buildings and Structures.** The number of accessory buildings shall comply with the table below.

<b>Lot Area in Acres</b>	<b>Maximum Number</b>
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

- G. **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
Less than one-half (½) acre	600 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

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. (ord. no. 566 eff. November 24, 2018)

H. **Height Restrictions.** An accessory building can be up to twenty-four (24) feet in height, or the height of the principal building, whichever is greater. See Section 2.03 – Building Height, for measurement method.

I. **Setbacks.**

- 1) 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.
- 2) Accessory buildings and structures shall be setback in accordance with the following table:

Accessory Building or Structure Area (interior sqft)	SETBACKS			
	Principal Building	Side Lot Line	Rear Lot Line	Other Accessory Structure(s)
200 or less	5 feet	5 feet	5 feet	5 feet
201 – 600	10 feet	10 feet	10 feet	10 feet
601 – 2,000	15 feet	15 feet	15 feet	15 feet
2,001 or more	25 feet	25 feet	25 feet	25 feet
Shall be setback at least twenty-five (25) feet from any road right-of-way				

**J. 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 (25%) percent of the rear yard.

**2. Non-Residential Accessory Buildings and Structures.**

- A. **Zoning Districts.** Non-residential accessory buildings and structures may be erected in any non-residential zoning district only as an accessory to an existing principal building (which includes being built simultaneously with the construction of the principal building).
- B. **Principal Building Requirement.** Accessory buildings and structures may not be constructed, or if constructed may not remain, on a lot without a principal building.
- C. **Elements of the Principal Building.** If the function of an accessory building is integrated into the permitted principal building, the space shall comply in all respects with the requirements of this ordinance that apply to the permitted principal building, including but not limited to setback requirements, unless specifically stated to the contrary herein.
- D. **Size Requirements.**
  - 1) 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.

- 2) The total floor area occupied by the accessory buildings may exceed the gross floor area of the principal building on the lot.
- E. **Height Restrictions.** No accessory building or structure shall exceed the building height for principal buildings in the district in which it is located.
- F. **Location Requirements.**
- 1) 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.
  - 2) Accessory buildings and structures shall not occupy more than twenty-five percent (25%) of the rear yard.
- G. **Setbacks.**
- 1) 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.
  - 2) Accessory buildings shall comply with the setbacks of the underlying zoning district.
  - 3) An accessory building shall be setback at least:
    - a) Twenty-five (25) feet from the principal building.
    - b) Eighteen (18) feet from another accessory building.
- H. **Canopy roofs.**
- 1) 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.
  - 2) The height of the canopy roof shall not exceed fourteen (14) feet and shall be open on all sides.
  - 3) The colors and design of the canopy shall be compatible with the principal building on the lot.

- 4) Lighting on, or within, the canopy shall comply with the requirements of Chapter 20A of this Ordinance.
- 5) Signs on the canopy shall comply with the wall sign provisions of Chapter 24 of this Ordinance. (amend. by ord. no. 514 eff. November 4, 2012) (amend. by ord. no. 569 eff. January 26, 2019)

**15.2012 SECTION 20.12 FENCES**

1. Fences on all lots in all districts are permitted in any yard following the issuance of a permit 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 and RR districts, if the use of such wire is reasonable related to a permitted use or special land use of the property which is being utilized.
3. Fences shall not extend into any street right-of-way.
4. A fence which encloses a public park, public playground, or similar public use located within a residential district shall not exceed eight (8) feet in height and shall not contain materials which obstruct vision to an extent greater than fifty percent (50%) of its vertical plane. Such fence may be located in any yard without regard to the height limitations of subparagraphs D and E of this Section. (ord. no. 518 eff. June 26, 2013)
5. 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 not contain materials which obstruct visions to an extent greater than fifty percent (50%) of its vertical plane. (ord. no. 518 eff. June 26, 2013)
6. 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.
7. The Zoning Administrator may permit the construction of customary or necessary fences, which enclose tennis courts, or other areas of sport activity where such fences will not impede vision or unnecessarily block the view from any adjacent property.



15.2016 SECTION 20.16 DOMESTIC ANIMALS AND PETS

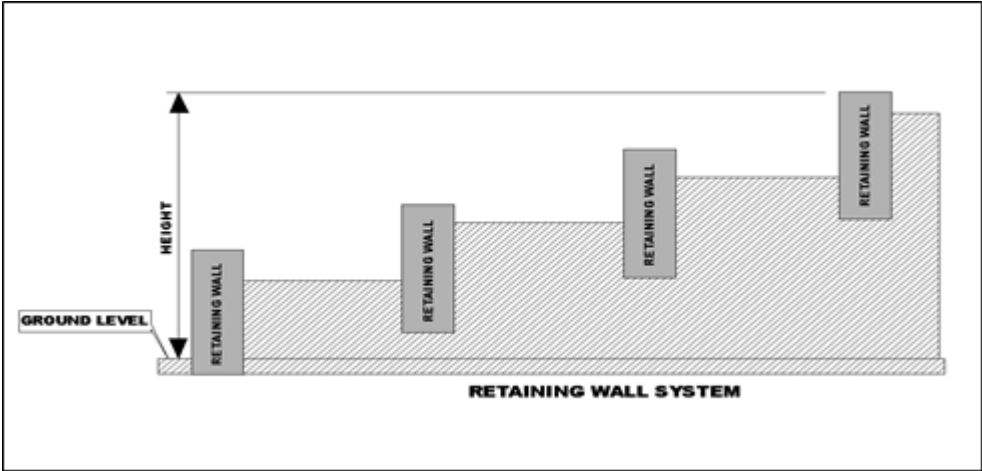
1. "Domesticated pets" or "household pets", for the purpose of this Section, shall mean those animals commonly domesticated as pets and kept in homes. Examples include, but are not limited to: dogs, cats, birds, aquatic animals, rabbits, small rodents, and similar animals, which do not present an unusual risk to persons or property.
2. The keeping of domesticated or household pets is permitted as an accessory use in any zoning district; provided, however, that no more than four (4) domesticated or household pets, or any combination thereof which totals no more than four (4), may be kept as a use accessory to any one (1) dwelling unit. A litter of dogs or cats which results in the temporary keeping of a number of domesticated or household pets, or combination thereof which exceeds four (4) shall not be deemed a violation of this Subsection until the litter of dogs or cats reaches the age of six (6) months.
3. **Keeping of Domestic Farm-Type Animals.** The keeping of any other domestic farm-type animals such as horses, cattle, goats and poultry, but not including pigs, as an accessory use may be permitted in residential districts, if authorized by the Zoning Administrator. This Subsection shall not apply to the keeping of chickens in compliance with all requirements of Subsection 4. In considering authorization for keeping of certain animals, the Zoning Administrator shall consider the following:
  - A. The land area where such animals are to be housed;
  - B. The proximity of the accessory building in which the animals are to be housed to other residential structures;
  - C. Whether or not noise or odors are likely to adversely affect the use of adjoining properties of the surrounding neighborhood; and
  - D. For each district these additional standards shall be considered by the Zoning Administrator.
    - 1) In districts RP and RR, the keeping of domestic farm-type animals may be allowed subject to the following limitations:
      - a) The minimum area of a Lot on which approval may be given to keep such animal shall be two and one-half (2½) acres;
      - b) No more than one (1) such animal may be kept on a Lot the area of which is two and one-half (2½) acres, and each additional such animal shall require a further area of two and one-half (2½) acres;

- c) Any Building on which any such animal is kept shall be located not closer than sixty (60) feet to any boundary line of the Lot or the right-of-way line of any Street;
  - d) The keeping of such animal shall be for recreational purposes only; and
  - e) The area in which any such animal is kept shall be securely fenced so as to restrict such animal to the Lot for which keeping has been authorized. (amend. by ord. no. 493 eff. December 28, 2010; amend. by ord. no. 548 eff. September 25, 2016)
- 2) In districts LDR, and R-1 through R-4, the keeping of domestic farm-type animals may be allowed subject to the following limitations:
- a) The minimum area of a Lot on which approval may be given to keep such animal shall be five (5) acres;
  - b) No more than two (2) such animals may be kept on a Lot the area of which is five (5) acres, and each additional such animal over the two (2) in number shall require a further area of two and one-half (2½) acres;
  - c) Any Building in which any such animal is kept shall be located not closer than fifty (50) feet to any boundary line of the Lot or the right-of-way line of any Street;
  - d) The keeping of any such animal shall be for recreational purposes only; and
  - e) The area in which any such animal is kept shall be securely fenced so as to restrict such animal to the lot for which keeping has been authorized. (amend. by ord. no. 493 eff. December 28, 2010; amend. by ord. no. 548 eff. September 25, 2016)
4. **Keeping of Chickens.** The keeping of chickens as an accessory use may be permitted in residential districts if authorized by the Zoning Administrator. In considering authorization for chickens, the Zoning Administrator shall require that all of the following requirements are met.

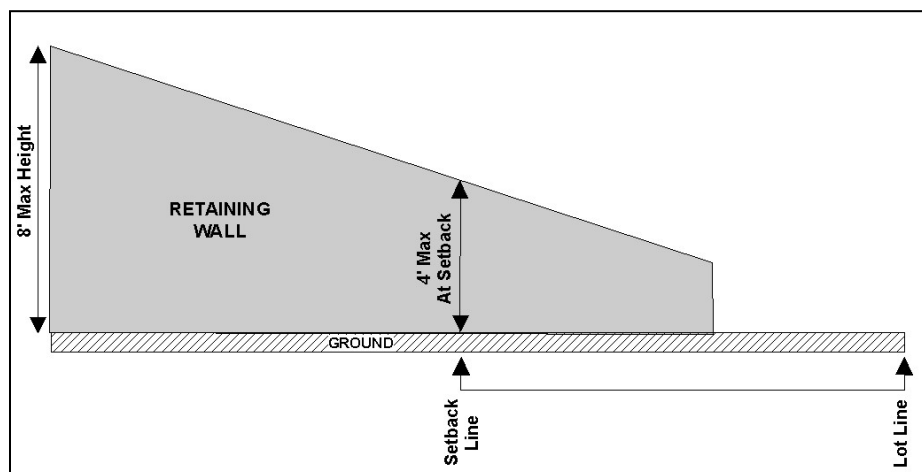
- A. The keeping of chickens shall not be permitted in any platted subdivision, or condominium, or site condominium development that is zoned in the R-1, R-2, R-3, R-3.5 or R-4 District, or which is zoned in a residential Planned Unit Development District having a parallel plan based on the development density permitted by the R-1, R-2, R-3, R-3.5 or R-4 District. This prohibition shall not apply to lots or parcels within a Supervisor's Plat.
- B. Subject to the prohibition stated above in Section A, the minimum lot size required for the keeping of chickens shall be one (1) acre.
- C. No more than four (4) chickens may be kept on any lot.
- D. The principal use of the lot must be for a single-family dwelling or a two family dwelling.
- E. Roosters shall not be permitted.
- F. The slaughtering of any chicken is prohibited.
- G. Chickens must be provided with and kept within a covered enclosure at all times. Chickens shall not be allowed to roam the lot or any other property.
- H. The enclosed area where the chickens are kept shall be located within the rear yard, and shall be at least twenty (20) feet from any side or rear lot line. Materials used to construct the enclosed area shall exclude tarps, plastic, fabric, rubber, paper, cardboard, or other non-traditional building materials.
- I. The enclosed area where the chickens are kept shall be kept clean and neat at all times. Chicken feed must be kept in rodent-proof, sealed containers.
- J. As part of the authorization application, the applicant shall submit a scaled site plan (showing the location of the chicken enclosure and setbacks to all lot lines), details of the chicken enclosure, and explanation of how each of the above standards will be met. If the above requirements are not satisfied, the Township shall deny the pending authorization request. If the authorization has already been issued, the Township may revoke any permit granted under this Subsection or take enforcement action or both. (Amend by ord. no. 477 eff. May 12, 2010)

**15.2022 SECTION 20.22 RETAINING WALLS**

- 1. Height.
  - A. The height of a Retaining Wall shall be measured from the ground level at the base of the Retaining Wall (at the lowest side of the wall) to the top (at the highest point on the wall) of the Retaining Wall.
  - B. If no portion of a Retaining Wall exceeds two (2) feet in height, the Retaining Wall shall be exempt from the provisions of this Section.
  - C. No portion of a Retaining Wall may exceed eight (8) feet in height.
  - D. In the case of a series of Retaining Walls within close proximity to one another (i.e. less than ten (10) feet from one another) that serve as one Retaining Wall system, the height shall be measured from the ground level at the base of the lowest Retaining Wall (at the lowest side of the wall) to the top of the highest Retaining Wall (at the highest point on the wall). This distance may not exceed the various height limitations outlined in this Section (*See graphic*). Retaining Walls spaced greater than ten (10) feet from one another shall be considered individual Retaining Walls.



- 2. Setbacks.
  - A. A Retaining Wall, which does not at any point exceed four (4) feet in height, must have a Setback of at least two (2) feet from all Lot Lines.
  - B. For any portion of a Retaining Wall which exceeds four (4) feet in height, such portion must meet the applicable front Setback, rear Setback and side Setbacks for the Lot in the designated Zoning District (*see graphic*).



- C. The minimum Setbacks described above apply whether the Retaining Wall is attached to a Building or other Structure or is freestanding.
  - D. A guardrail, fence, or other restraining device may be placed on top of a Retaining Wall and shall not be considered as part of the height of the Retaining Wall. Retaining Walls over thirty (30) inches above ground level, and located within thirty-six (36) inches of a walking surface (e.g. walkway, driveway, porch, patio, deck, etc.) shall have a guard which complies with the current State Construction Code. Any guardrail, fence, or other restraining device must also comply with the provisions in Section 20.12 of this Ordinance.
  - E. In spite of the above minimum Setbacks for Retaining Walls, a Retaining Wall may terminate at a Lot Line if it directly abuts a Retaining Wall on the adjacent Lot and if it is structurally independent from any Building or other Structure on its own Lot.
  - F. In the C-1 and the I-1 Districts, a Retaining Wall which does not exceed four (4) feet in height may terminate at the Lot Line as long as the general design standards specified below are met.
3. General Design Standards.
- A. The placement, location and design of a Retaining Wall shall not modify or alter drainage patterns.
  - B. Excavation needed for the placement, location and design of a Retaining Wall shall not cause the removal of, or damage to trees or vegetation on an adjacent lot. If necessary, a non-disturbance area will be specified by the Township.

4. Required Approvals.
  - A. The Zoning Administrator shall initially review a proposed Retaining Wall to verify its height and Setback. The Township Engineer may be asked to conduct a more thorough review.
  - B. All Retaining Walls, except those approved as part of a building permit, site plan review, special land use permit, planned unit development approval, or some other regulatory review and approval by the Township require a Zoning Permit.
  - C. An application for approval of approval of a Zoning Permit for a Retaining Wall include a dimensioned plan showing the location of the Retaining Wall, two (2) feet contours (existing and proposed), and all Buildings and Structures within twenty-five (25) feet of the proposed Retaining Wall; proposed material for construction of the Retaining Wall; construction detail; and drainages provisions.
  - D. Retaining Walls must also meet all applicable requirements of the State Construction Code.