In addition to your application, the following is also required:

- Three copies of a site plan (1/16 inch = 1 foot OR 1 inch = 20 feet scale) shall be submitted showing the following:
  - Lot Dimensions
  - Existing Structures
  - Proposed Structures
  - Setbacks

- Deed or other proof of ownership may be required prior to issuance of permit

- City Council approval is required for encroachments on public property

Separate applications are required for each location and/or building.

The following inspections are required for a Special Use of Land Permit and a Temporary Construction Permit:

- #256 Inspection prior to event
- #255 Final inspection, clean-up completed

The following inspections are required for a Tent Permit:

- #254 Approval prior to event
- #255 Final inspection, clean-up completed

An Electrical Permit may also be required to complete your project.
SPECIAL USE OF LAND PERMIT APPLICATION
TEMPORARY CONSTRUCTION PERMIT APPLICATION
TENT PERMIT APPLICATION
(Private Property)

☐ Special Use of Land ☐ Temporary Construction ☐ Tent

LOCATION AND DESCRIPTION OF LOT:
Address __________________________________________________________________________________
Lot No. _____________________________  Subdivision ___________________________

DESCRIPTION OF EXISTING PROPOSED USE:
Existing or Previous Use of Land _______________________________________________________________
Are there any buildings on this parcel?  YES_______  NO_______
If so, list use: ___________________________________________________________________________

Proposed Use of Land and/or Buildings _________________________________________________________
Are toilet facilities available? YES_______  NO_______
If so, where? _____________________________________________________________________________

Describe proposed enclosures, if any: __________________________________________________________

DATES OF PROJECT OR EVENT (Start Date to Finish Date): ______________________________

PROPERTY OWNER INFORMATION/AFFIDAVIT:
I do hereby certify that I am the owner of the property herein described and that I have given the applicant herein named
permission to perform the work described in this application:

Name of Property Owner_____________________________________________________________________
Address ___________________________________________________________________________________
Phone Number _____________________________________________________________________________
Driver’s License or State Identification Number _______________________________________________
Date of Birth _____/_____/______
Signature of Property Owner ___________________________________________________________________
APPLICANT INFORMATION/AFFIDAVIT:
Application is hereby made for a permit to perform work as described in this application and the accompanying drawings, which are a part of this application. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn.

Name ____________________________________________________________________________________
Address __________________________________________________________________________________
Phone Number _______________________________________________________________________________
Driver’s License or State Identification Number ______________________________________________________
Date of Birth _____/_____/

Signature of Applicant _________________________________________________________________________

Subscribed and sworn to before me this _______ day of ____________________, _______

___________________________________
Notary Public, Wayne County, Michigan   My commission expires _______________

______________
FOR OFFICE USE ONLY

Application complete
3 Copies of Drawings submitted

Staff Initials ______________
Permit Number ______________
Date Submitted ______________
Permit Fee $_________

Date Approved ______________
Penalty Fee $_________
Plan Reviewer ______________
Plan Examination Fee $_________

Date Approved ______________
PAY THIS AMOUNT $_________

City Engineer Approval ______________
Date Approved ______________

B&S Director Approval ______________
Date Approved ______________