

## Zoning Permit

**Zoning Permit:** 1. Required for construction moving, alteration, or repair (except ordinary repairs per Chapter 100) of any building, or structure costing more than \$100.00 or between 100-200 square feet in area. A Building Permit is required when building or structure exceeds 200 square feet in areas or is an addition to an existing building. 2. Required to change a land use, change the use or type of occupancy, to establish or expand outdoor sales, or to extend any use on any lot which there is a non-conforming use. 3. Construction of fences and placement of locations for dumpsters used for commercial recyclables and related screening.

A Zoning Permit shall be issued if determined that it complies with [the UDC] and with all other applicable laws and regulations of the City.

## Site Plan Approval

Activity	Exempt	Level 1 Site Plan (Planning Manager Approval)	Level 2 (Planning Commission Approval)	Level 3 Site Plan (City Council Approval)
Construction of new Single Family or Two-Family Dwelling	When in Residential districts			When in Mixed Use or Nonresidential/Special Purpose districts
Removal of Natural Features	When Single or Two-Family Dwelling in Residential districts		When a previous site plan has been approved	When no site plan is on file and not a single or two-family dwelling in R district
Construction of new Multiple-Family Dwelling				Yes
Construction on existing Multiple-Family Dwellings	When work does not increase number of dwelling units			When work increases number of dwelling units
Construction of new Nonresidential Building and structures	When accessory nonhabitable storage building up to 240 SF	When a previous site plan has been approved & is an accessory storage		When new principal building, when no site plan has been approved & is big

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		nonhabitable building between 240 and 5,000 SF or 5% FAR and 14' max height		accessory nonhabitable storage building
Construction on existing nonresidential buildings and structures	When work does not increase floor area	When a previous site plan has been approved & FAR increase is no more than 10% or 10,000 SF of existing	When no previous site plan has been approved & FAR increase is no more than 10% or 10,000 SF of existing	When no site plan has been approved, or when increase in FAR is more than 10% or 10,000 SF
Construction of Certain Structures (list the current exempt things)	Yes			
Construction of Certain Structures (see above list)			When they exceed the size limits of the exempt things list	
Construction of outdoor storage area or permanent outdoor sales areas			Yes	
Paving existing Vehicular Use Area			Yes	
Addition to existing vehicular use area			Yes	
Constructing new access road, curb cut, driveway	For single or two-family dwelling in any district		When not a single or two family dwelling	
Extension of valid site plan approval		Yes		

Activity	Exempt	Level 1 Site Plan (Planning Manager Approval)	Level 2 (Planning Commission Approval)	Level 3 Site Plan (City Council Approval)
Change or Add phase lines on approved site plan		Yes		
Change building height		Yes		
Relocate sidewalks on approved site plan		Yes		
Change to approved landscape sheets of approved site plan		When changes are to relocate or reduce by 20% or less	When changes are to reduce by more than 20%	
Relocate solid waste, recycling or compost location and facilities		Yes		
Change a vehicular use area		When approved site plan is on file & changes are within the approved VUA & changes meet current standards	When no approved site plan is on file & changes are within approved VUA	When changes make the VUA bigger
Decrease Building size	When demolishing all or portion of existing building	For approved unbuilt buildings		
Relocate Building		For approved unbuilt buildings when move is 10' or 5% of distance to closest lot line		
Change to approved natural features mitigation plan plant species and placement		When approved site plan is on file & no reduction in total	When approved site plan is on file & changes reduce total plant material or	

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		plant material and meets intent of approved site plan	intent does not meet intent of approved site plan	
Change to approved natural features protection plan		When approved site plan is on file & change has no net loss of preserved area & involves no more than 250 SF	When approved site plan is on file & change results in net loss of preserved area or involves more than 250 SF	
Construction of Carport		When approved site plan is on file & carport covers approved VUA	When no approved site plan is on file	
Change to Wireless Communication Tower		When approved site plan is on file & change is for colocation & tower not moved more than 15', or raised more than 20' & meets all current standards		
Addition of Canopy Structures		When approved site plan on file & canopy structure is over VUA		

**Criteria For Site Plan Approval:** 1. The contemplated Development shall comply with all applicable local, state, and federal law, ordinances, standards and regulations; 2. The Development shall limit the disturbance of Natural Features to the minimum necessary to allow a reasonable use of the land, applying criteria for reviewing a Natural Features Plan as provided in Section 5.29.6G.

## Ann Arbor Site Plan – Compliance Requirements by Development Regulations

Development Regulation	When does the Section Apply?	Options if not Compliant
Section 5.15 – Use Tables		
Section 5.17 – Area, Height, Placement		Planned Project Site Plan Modifications;
Section 5.19 - Parking	New building, or addition to building must meet all requirements for entire building; Change in use that requires more parking than previous shall be provided	Variance Requirement - : “ . . a variance may be granted if the variance is in harmony with the general purpose and intent of the requirements.”
Section 5.20 – Landscaping, Screening, Buffering	When a site plan is required by this chapter; When the estimated expense of construction exceeds 50% of the appraised replacement cost of the building (exclusive of foundation); Whenever a shared driveway is provided within an easement.	Variance Requirement - “ . . a variance may be granted from the strict application of that section when the evidence supports that the public benefit intended to be secured will exist with less than the required landscaping or screening.”; Landscape Modification may be granted for any provision excepting sight triangle visibility and street trees
Section 5.21 – Streets and Access	No site plan shall be approved unless compliant; No C of O will be issued unless in substantial compliance with this section;	
Section 5.22 – Stormwater Management and Soil Erosion	Any construction, or disturbance of any natural features that requires a site plan; Administrative Site Plans that do not increase total impervious area are exempt;	Variance Requirement – “ . . .that Storm Water Management Systems have been provided to the maximum extent feasible with the goals of meeting the Rules of the WCWRC related to storm water management”  Section IV:2 from WCWRC Rules: If redevelopment is proposed on any existing site, the stormwater management performance must be brought up to the current standard for the redeveloped or

		<p>newly constructed portion of the site. The methods of stormwater management must be the Standard method as described in this manual. The following must be addressed:</p> <ul style="list-style-type: none"><li>• If 50% or more of the site is slated for redevelopment, the entire site will be subject to all the requirements of the current standards.</li><li>• All portions of the site that are slated for redevelopment will be subject to all the requirements of the current standards. This includes storage of the 100 year recurrence interval storm, bankfull storm flow rate control and the requirement of infiltrating the first flush storm volume for the newly constructed areas.</li><li>• Developed portions of the site not slated for construction will have retrofits made to the existing drainage system to provide quality treatment of runoff prior to leaving the site. This may be completed by traditional methods or the addition of mechanical treatment devices.</li><li>• Pavement reconstruction in connection with redevelopment will be considered new construction.</li><li>• Future development of the site, (within 10 years from WCWRC approval) that in combination results in redevelopment of 50% or more of the site will trigger the entire site as subject to all of requirements of the current WCWRC Rules.</li></ul>
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Section 5.23 – Natural Features	<p>Endangered Species – “when a rare, threatened, or endangered species is found. . .”; Floodplains – “The City may request, and if requested an Applicant shall provide, investigation and mapping of flooding zones along Watercourses on Sites not officially mapped. If substantial flooding potential exists, and Buildings and structures are proposed in the Floodplain, the City may request, and if requested an Applicant shall provide, formal hydrological studies to determine the long-term safety and the hydrological and environmental soundness of a proposed project.”;</p>	<p><i>Landscape Modification; Variance Requirement – “In the case of an application for a variance from the Wetlands protection standards of Section 5.23.9, evidence supports at least one of the following affirmative findings:</i></p> <ul style="list-style-type: none"> <li><i>a. The general variance criteria in Section 5.29.12C have been met.</i></li> <li><i>b. The public benefit intended to be served by the standards in Section 5.23.9 will be retained, despite more disruption of the Wetland than permitted by those standards.</i></li> <li><i>c. The topographical features or special characteristics of the Site create conditions such that strict application of the standards in Section 5.23.9 will result in less protection of the Wetland.</i></li> <li><i>d. The application of the standards in Section 5.23.9 would deny all reasonable use of the property.</i></li> </ul>
Section 5.24 – Signs	Signs erected or maintained	<p>Variance Requirement – “For a Building or property that is designated as historic by Federal, State, or local government, the Zoning Board of Appeals may consider it to be a hardship or practical difficulty and may grant a variance if the Historic District Commission has made a determination that a proposed Sign is necessary and integral to the historic character of a property.”</p>
Section 5.25 – Outdoor Lighting	Whenever a site plan is required; When expense of construction exceeds 50% of the appraised	

	replacement cost of the building; When a shared driveway is provided in an easement	
Section 5.26 – Fences		