

MACOMB TOWNSHIP

54111 Broughton Road • Macomb, MI 48042
586-992-0710 Ext. 7103 • PlanDropBox@macomb-mi.gov

www.macomb-mi.gov



APPLICATION PACKET FOR:

Zoning Verification Letter Request

APPLICANTS TAKE NOTE OF THE FOLLOWING:

All applications must contain each page from this application packet, including the checklist and any unused pages. If your application does not include all the items, it will not be processed by the Planning Department.

Please use only the forms provided with this application.
No other forms, however similar, will be accepted.

If you would like to meet with staff before submitting any application, please call or email us to schedule a meeting. We can be reached at 586-992-0710 Ext. 7103 or PlanDropBox@macomb-mi.gov.

ZONING VERIFICATION APPLICATION

OVERVIEW

What is a Zoning Verification Letter? This letter will provide the applicant with zoning information that is based on the published zoning map on the Macomb Township website. It will provide information regarding the current land use of surrounding properties as well as the land use designation in the Master Plan for the subject property. The letter will identify if the property has any nonconformities, violations, variances, or special land uses. All of this information will be provided to the best of Township staffs knowledge, however it is recommended that a title search be conducted to verify accuracy.

Upon completion of this application submit all pages electronically via email to PlanDropBox@macomb-mi.gov

Once the complete package (including payment) is received, the submittal will be reviewed for completeness. Staff will provide a response via email within 20 business days. If additional information is required, Planning Department staff will contact you via email or phone with additional instructions.

_____ **Application is accompanied by** a letter with a brief explanation of the purpose of this request.
Initial

_____ **Payment.** Please make your (non-refundable) check payment to “**Macomb Township**”. Payment for a Zoning Verification Letter is **\$85.00 per parcel**. Payment must be dropped off at the Planning Department, or mailed with tracking, addressed to the Planning Department.
Initial

_____ **I am aware** that the letter provided is to the best of Township staffs knowledge at the time of request and staff recommends a title search to confirm accuracy.
Initial

If more than one parcel is being requested, please provide permanent parcel numbers for all parcels being requested on a separate sheet.

Permanent Parcel Number 08 - _____ - _____ - _____.

Parcel Street Name (address of parcel if one exists): _____

Total Number of parcels requested: _____

REQUESTOR NAME: _____

Requestor's Signature

Property Owner Name (if different than Requestor)

Requestor's Email Address

Requestor's Phone #

Requestor's Address

Date Submitted
Drafted 9/8/2025