

**Application for Approval of Development  
Under Section 39-9.09: Infill Design Review Standards**

Address of Subject Property: \_\_\_\_\_

Tax Parcel Number: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Legal Interest of Applicant in Subject Property: \_\_\_\_\_

Name and Address of Owner (if different than applicant): \_\_\_\_\_

**Applicability, check all that apply:**

1. \_\_\_ **Properties within the Cottage Neighborhood Residential (CNR) and Traditional Neighborhood Residential (TNR) Zone Districts, when doing the following:**

- Construction of new residential structures.
- Accessory structure construction or re-location on residential properties when greater than 256 sq. ft. in area with a horizontal dimension of 16 feet or greater.
- New non-residential structures and additions to existing non-residential structures.
- Enclosure of a front porch
- Adding an additional story to a structure.
- Substantial changes to increase the height of any story or the overall height of a structure.
- Reconstruction or substantially altering a structure if 50% or more of the exterior shell is demolished or substantially altered due to fire, storm, or other circumstances.

*Exception: Construction subject to Historic District Commission approval shall not be subject to this review.*

2. \_\_\_ **Moving a house.** When a dwelling unit is proposed to be moved from any location to a property within the Cottage Neighborhood Residential (CNR), Traditional Neighborhood Residential (TNR), Low Density Residential (LDR), Medium Density Residential (MDR), and High Density Residential (HDR) Zone Districts.

3. \_\_\_ **Accessory Dwelling Units (ADUs), in any Zone District where they are permitted.** See Unified Development Ordinance Article 39-2 and Section 39-9.07.

Please check all that apply.

**Type of Development:**

- Primary Residential Structure
- Accessory Structure, *select:*
- Garage (Size: \_\_\_\_\_)
- Storage Shed (Size: \_\_\_\_\_)
- Accessory Dwelling Unit (ADU)  
(Sq. ft. of house above grade: \_\_\_\_\_)  
(Footprint size of ADU: \_\_\_\_\_)
- Other: \_\_\_\_\_

**Status of Structure:**

- New
- Existing to be Substantially Modified
- Relocated
- Review in Conjunction with Site Plan Review

**Description of Proposed Work:**

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In addition to completing this form, the applicant must submit an accurately dimensioned site plan showing the placement of all structures, and detailed, scaled elevation sketches or drawings or photographs of all proposed structures or substantial reconstruction/alterations. The applicant may be required to provide additional information and supporting detail as necessary to facilitate a determination as to whether the proposed work is sufficiently compatible with established buildings in the vicinity of the proposed work.

Please return completed application to Community & Neighborhood Services, 3rd Floor, City Hall, 270 S. River Avenue, Holland, MI 49423 or by emailing to [cns@cityofholland.com](mailto:cns@cityofholland.com).

Signature of Applicant: \_\_\_\_\_ Date of Submission: \_\_\_\_\_

**There is a filing fee of \$50.00 for Infill Review requiring noticing surrounding property owners.** *Applies to projects over 256 square feet in size. No fee is required for staff review of projects less than 256 square feet.*