
**APPLICATION FOR PERMIT TO ERECT A STRUCTURE
DETROIT METROPOLITAN WAYNE COUNTY AIRPORT**

Zoning Permit Application Instructions

1. An original and two (2) copies of the following shall be submitted to the Zoning Administrator at the addresses listed below:
 - A. A letter that outlines the proposed construction project;
 - B. A completed “Application for Permit to Erect a Structure” (Detroit Metropolitan Wayne County Airport Form);
 - C. A copy of FAA form 7460-1 (if applicable);
 - D. A copy of FAA Airspace Determination (if applicable);
 - E. Specific information about the location, latitude and longitude, elevation, height, and top elevation of the proposed construction.
2. The Zoning Administrator will either approve or deny the zoning permit within 15 days of receipt of all required materials and fees.
3. In the event of a zoning permit denial, the applicant shall have 21 days to appeal the decision of the Zoning Administrator to the Zoning Board of Appeals.

NOTE: *It is the applicant’s responsibility to obtain any required FAA or State of Michigan or local government approvals prior to construction. Copies of Federal, State, or local permit applications will not routinely be forwarded by the Airport to other offices.*

ZONING ADMINISTRATOR:

Michael Jackson, Zoning Administrator
Detroit Metropolitan Airport
11050 Rogell Drive, Building 602
Detroit, MI 48242

With copy to:

Renee Christenson, Interim Permits Manager
Detroit Metropolitan Airport
11050 Rogell Drive, Building 602
Detroit, MI 48242

Detroit Metropolitan Wayne County Airport - Zoning Application

Internal Use Only

Revised: Rev 2 June 2023

APPLICATION FOR PERMIT TO ERECT A STRUCTURE

WCAA Number: _____ - _____ OR FAA Number: _____ - _____ - _____

Sections 1- 6 to be completed by Applicant

Failure to provide complete information may result in a delay of review or denial of a permit.

If an FAA Form 7460-1, *Notice of Proposed Construction or Alteration*, has been submitted for review, include a copy of application and/or response letter from FAA with this application along with any other supporting documentation.

1. Contact Information

Applicant Information

Name: _____

Contact: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Engineer/Architect Information

Name: _____

Contact: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

2. Structure Information

Type of Construction:

_____ New Construction

_____ Alteration

_____ Permanent

_____ Temporary

Elevations:

Ground Elevation _____ (MSL)

Height of Structure + _____ (AGL)

Top Elevation = _____ (MSL)

Description & Use of Structure (dimensions, type of construction, purpose, etc.):

3. Site Information

Site Address: _____

Township: _____ Section: _____

City, State, Zip: _____

Latitude: _____

Nearest Road Intersection: _____

Longitude: _____

4. Drawing Information

Request will not be considered without an engineered drawing/plan set which illustrates the following:

_____ Drawing identification (file name or #) and date

_____ Engineers Seal

_____ Scale

_____ Contact Information

_____ Site Map

_____ Profile View of Structure

APPLICATION FOR PERMIT TO ERECT A STRUCTURE

5. Remarks

6. Certification

I hereby certify that all statements on this application are true and correct.

Signature: _____

Date: _____

Name & Title of person filing notice: _____

Phone: _____

FOR INTERNAL USE ONLY

Detroit Metropolitan Wayne County Airport - Zoning Administrator Review

Site Location	_____ Zone A	_____ Zone B
	_____ Zone C	_____ Zone D

Elevation Information	Ground Elevation at Site	_____
	Height of Structure	_____
	Top Elevation	_____
	Allowable Elevation	_____

FAA Form 7460-1	Form Required	_____ Yes	_____ No
	Date Submitted to FAA	_____	
	Date of FAA Response	_____	
	Response from FAA	_____ Approved	_____ Denied
	FAA Comments	_____	

Permit	Permit Approved	_____
	Permit Denied	_____

Comments:

Detroit Metropolitan Wayne County Zoning Administrator Signature

Date: _____

Detroit Metropolitan Wayne County Zoning Administrator Name (Printed or Typed)