



Clare DDA/Main Street

516 N. McEwan Street
Clare, Michigan 48617
989-386-9190

Design Standards Review Application

Project Information

Applicant Name _____ Date: _____

Address: _____

City, State, Zip _____

Phone: _____ E-Mail: _____

Begin Date: _____ Completion Date: _____

Please describe the changes you plan to make:

Review Process

1. Application form completed and returned to Main Street Office Manager along with engineering/architectural plans if required for review against requirements set forth in section 52-277 of the City of Clare Ordinances for compliance with specifics of the ordinance and also for overall support of the objectives identified in section 52-275.
2. Main Street Design Committee meets to review the plan with the applicant. The Committee will make a determination by motion of their approval/disapproval of the application and report the results to the Clare DDA/Main Street Board of Directors.
3. The application is then submitted to the City of Clare Planning Commission (if applicable) for site plan review in accordance with normal ordinance procedures. The Planning Commission is the authority for any recommendations for disapproval.

I hereby certify that I am the building owner or officially acting on the owner's behalf:

Signed: _____ Dated: _____

For Officially Use

I hereby certify that the application was acted on behalf of the Clare DDA/Main Street Board by the Main Street Design Committee on / / .

The application was / was not (circle one) recommended for approval to the City of Clare Planning Commission (if applicable) with the following conditions (if any) attached:

Signed: _____ Dated: _____