

# Development Process

## Pre-application

Before submitting an administrative site plan review application:

- Check the zoning district of the property by looking at the City's Zoning Map. You can find it at this [link](#) here
- Check the uses that are permitted in the zoning district where the project is located. You can find them listed in the [City Zoning Ordinance](#)
- Check to see if the use has any specific site development standards which are listed at this [link](#) here
- Feel free to contact the Planning/Zoning Division if you have any questions about the Zoning Ordinance at [mzwayen@dearborn.gov](mailto:mzwayen@dearborn.gov)
- Please contact Planning/Zoning Division before submitting the application at [mzwayen@dearborn.gov](mailto:mzwayen@dearborn.gov)

## Administrative Site Plan Review

- Submit completed application and fee
- Submit the required documents (including set of plans)
- The review takes an average of 15 business days
- Submit revised drawings as requested until comments from all departments are resolved

## Boards Approval *If required*

### Separate applications and fees

- Planning Commission. *Please contact Planning Staff at [cityplanning@dearborn.gov](mailto:cityplanning@dearborn.gov)*
- Zoning Board of Appeals. *Please contact Zoning Administrator at [dbreneau@dearborn.gov](mailto:dbreneau@dearborn.gov)*
- Building Board of Appeals. *Please contact Building Service Division at [mcelani@dearborn.gov](mailto:mcelani@dearborn.gov)*
- City Council. *Please contact Planning Staff at [cityplanning@dearborn.gov](mailto:cityplanning@dearborn.gov)*

If the request is approved by the Public Boards, then the project can proceed to the next step.

## Permitting and Inspection Process

- Contact Building Services Division to start the process.  
*Please contact Permit Services at [sleonard@dearborn.gov](mailto:sleonard@dearborn.gov)*