



# CITY of EASTPOINTE

BUILDING DEPARTMENT  
(586) 445-5010  
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MUNICIPAL OFFICES  
23200 GRATIOT AVENUE  
EASTPOINTE, MI 48021

## New Business Inspections

When applying for a business license through the clerk's office at the City of Eastpointe, you will be directed to the Building Development/Public Works & Services office to apply for building and fire inspections. An inspector from both building and fire departments will come to your new business location (typically they will come at the same time) to perform an inspection. The inspection will be a life/safety and zoning inspection and you can expect the following areas to be reviewed:

### Exterior Site plan requirements:

**Outdoor Storage:** No outdoor storage of any kind is permitted without review and approval of the Planning Commission. Please ask for additional information if you have outdoor storage needs.

**Vehicle Parking:** The parking of commercial used or licensed vehicles will be permitted in the rear yard only and any such vehicle shall be clearly incidental to the permitted use.

**Customer Parking:** Provide the proper number of handicap parking spaces w/ required signage. All spaces in the parking lot are to be striped and must be a minimum of 10' x 20' w/ adequate maneuvering lanes. If you are proposing a business that requires more parking than is available, please review the proposed use with the building official prior to making any commitments on the property.

**Principal Uses permitted:** Each zoning district sets forth the principal use permitted in the district. B-3 General Business District allows a variety of businesses, as set forth in section 50-129 of the ordinance. The ordinance is available on line at a link through our website (follow helpful links).

**Trash receptacles:** If you are going to use a dumpster, the dumpster must be placed inside an approved dumpster enclosure. Even if the dumpster enclosure is existing, it may need to be reconstructed if it does not meet the current ordinance requirements. If you intend to use the city's trash pick-up, the trash must be contained inside the premises until trash pick-up day and then placed at the curb in containers with tight fitting lids – trash cannot exceed 6 bags total.

**Storage:** Businesses requiring storage must provide written information to the City regarding the amount and type of storage proposed to be kept in the building.

**Fences/gates/walls:** Property adjacent to residential requires a masonry wall erected along property line. (Required per section 50-206)

**Building Walls/siding/paint** – must be in good condition.

**Street numbers:** Must be visible from the road (3 inch high minimum) and on rear door.

**Steps, decks, and landings:** Must be maintained in good condition and include handrails and guardrail.

**Signs:** All signs utilized outside the building require permits. Window signs may be placed inside and cover a maximum of 50% of the window.

## **Interior Requirements:**

**Interior of Building** Applicant to provide layout of building floor plan, including room dimensions, identify use of room, and square footage.

**Exit and emergency lights** – generally an exit light must be visible from all common areas of the premises. An exit light must be connected to the electric source and have a battery back-up which powers the unit for 90 minutes when the electricity is turned off. Every occupancy requires at least one exit sign and one emergency light (sometimes a combination unit). If the exit and emergency lights do not meet the code requirements, we will inform the business owner.

**Exit Doors** – generally must swing in an outward direction, must operate properly and with ease, cannot have deadbolts or unauthorized hardware. The path to the exit door must remain clear and unobstructed. An exit sign is required at each exit door (hooked up to the electric source and with a battery back-up). Be sure there are no obstructions outside of the building to effect the operation of the doors.

**Portable Fire Extinguishers:** Must be mounted to the wall so the top of the extinguisher is not more than 5' above the floor. The fire extinguisher must be a serviceable device and require annual certification by a certified technician. The fire extinguisher must be the type to put out a fire most likely to occur.

**Utility Rooms:** The area around an electric panel, water heater and furnace must be kept clear of any and all storage items for a distance of at least three feet. Flammable material cannot be stored in the same room.

**Fire Suppression sprinkler system:** If the building contains a sprinkler system, it must be tested annually by a certified testing agency and the report is to be sent to the Eastpointe Fire Department.

**Alarm System** – The fire alarm system must be tested annually by a certified testing agency and a report sent to the Eastpointe Fire Department.

**Restaurants:** The fire suppression system in the cooking exhaust hood must be inspected every six months – and must include replacement of the fusible link.

**Use Classification:** If the use classification of the building is going to change from the use approved at construction, please review with building official immediately.

**Electric Panel:** The electric panel is to have each circuit labeled and contain no uncovered openings.

**GFCI:** Electric outlets within 6' of a source of water are to be GFCI protected.

**Ceiling Tiles:** If there is a suspended acoustical ceiling present in the building, it must be in-tact. All ceiling tiles must be securely seated in the grid and there are to be no holes or open penetrations. Generally, the ceiling is to provide a separation from the structure above.

**Permits:** Permits will be required if you intend to remove or erect new walls, modify the electrical, plumbing or mechanical systems. Please be prepared to describe any changes that you intend to make.

**Steps, decks, and landings:** Must be maintained in good condition and include handrails and guardrail.

**Glass/Glazing:** All windows and glass must be in good condition – no cracks or broken windows.

### Fire Extinguisher Company List

Cintas Fire Protection	232 E. Maple Rd Troy, MI 48083	248-817-3800
Eastman Fire Protection Company	1450 Souter Troy, MI 48083	248-585-7850
Fire Control LLC	PO Box 400 Armada, MI 48005	810-305-2626
Fire Defense Equipment Company Inc.	4350 Delemere Blvd Royal Oak, MI 48073	248-549-8113
Fire Equipment Company Inc.	20100 John R, Detroit, MI 48203	313-891-3164
Fire King Company	21740 Dequindre Warren, MI 48091	586-758-2180
Fire Pros/Fire Systems of MI/Adams Fire	2710 Northridge Dr NW Ste. F, Grand Rapids 49544	616-453-4800
Rapid Fire Protection Inc.	1000 Muskegon Ave NW, Grand Rapids, MI 49504	616-454-9800
Sterling Fire, LLC	12745 S. Saginaw Ste. 806-217, Grand Blanc 48439	248-747-7033
Telgian Corporation	10230 S. 50th PL Ste #100, Phoenix, AZ 85044	480-753-5444
Vanguard Fire & Security Systems Inc.	2101 Martindale Ave SW Grand Rapids, MI 49509	616-245-8719

01/12/2023