



VAN BUREN CHARTER TOWNSHIP

DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT

46425 TYLER ROAD, VAN BUREN TOWNSHIP, MI 48111

PHONE (734) 699-8913

APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

NOTICE TO HOMEOWNERS: It is recommended that if you have hired a contractor to do the work for you that the contractor is the one to obtain the permit. A final inspection is required for all permitted work; the final inspection should be done before releasing your contractor.

LOCATION OF BUILDING

ADDRESS:	VAN BUREN TOWNSHIP, MICHIGAN 48111
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PROPERTY OWNER OR LESSEE

NAME:		PHONE:	
ADDRESS:		EMAIL ADDRESS:	
CITY:	STATE:	ZIP:	

CONTRACTOR

NAME:		PHONE:	
ADDRESS:		EMAIL:	
CITY:	STATE:	ZIP:	
BUILDERS LICENSE NUMBER:		EXPIRATION DATE:	
FEDERAL EMPLOYER ID NUMBER:		WORKERS COMP INSURANCE CARRIER:	

TYPE OF CONSTRUCTION / IMPROVEMENT

☐ RESIDENTIAL

☐ COMMERCIAL

☐ NEW BUILDING ☐ MODULAR / MOBILE HOME ☐ GARAGE / POLE BARN / SHED ☐ SWIMMING POOL ☐ RE-ROOF ☐ HOUSE	☐ GARAGE ADDITION ☐ DECK / CAT WALK / LAKESIDE STAIRS ☐ HANDICAP RAMP ☐ SIDING / WINDOWS / DOORS ☐ GUTTERS ☐ WRECKING / DEMO	☐ ALTERATION ☐ FOUNDATION ONLY ☐ FINISHED BASEMENT ☐ OTHER _____
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NOTICE TO APPLICANT

Section 23a of the state Construction Code Act of 1972, Act NO. 230 of the Public Acts of 1972, being section 125, 1523a of the Michigan Compiled laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

PROJECT DESCRIPTION

Please use the space below to provide us with a detailed description of the proposed project.

DIMENSIONS OF PROPOSED STRUCTURE

DIMENSIONS OF PROPOSED STRUCTURE: _____ HEIGHT OF STRUCTURE: _____

NUMBER OF STORIES: _____

FLOOR AREA: _____ BASEMENT AREA: _____ GARAGE AREA: _____

TOTAL AREA: _____ TOTAL AREA OF PRINCIPAL STRUCTURE(HOUSE): _____

TOTAL AREA OF ALL EXISTING STRUCTURES (EXCLUDING HOUSE): _____

TOTAL LAND AREA: _____ ESTIMATED CONSTRUCTION VALUE: _____

TYPE OF WATER SUPPLY

- ☐ MUNICIPAL SUPPLY
☐ PRIVATE WELL (PERMIT MUST BE OBTAINED THROUGH WAYNE COUNTY DEPT. OF HEALTH (734) 727-7400)

TYPE OF SEWAGE DISPOSAL

- ☐ MUNICIPAL SUPPLY
☐ PRIVATE SEPTIC SYSTEM (PERMIT MUST BE OBTAINED THROUGH WAYNE COUNTY DEPT. OF HEALTH (734) 727-7400)

SOIL EROSION

IF WORK IS WITHIN 500 FEET OF A WATERWAY OR WILL BE DISTURBING MORE THAN ONE (1) ACRE, A SOIL EROSION PERMIT MUST BE OBTAINED THROUGH WAYNE COUNTY (734) 326-3936

Two complete sets of working drawings must accompany this application. Construction documents shall be of sufficient clarity to indicate the nature and extent of the work proposed and shown in detail that it will conform to the provisions of all applicable codes.

Two complete plot plans (Mortgage Survey) and must include:

- The distance between the proposed structure and the property lines.
- All existing structures on the subject property, their dimensions and distance from proposed structure.
- The distance between proposed structure and any easements, utilities or waterways.

Homeowners Affidavit: *I hereby certify the construction activities described in this permit application shall be installed by myself in my own home which I am living or about to occupy. All work shall be installed in accordance with the currently Building Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Township Building Inspector. I will cooperate with the Building Inspector and assume the responsibility to arrange the necessary inspections.*

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as their authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Applicant Signature: _____

Date: _____

THIS PAGE FOR OFFICIAL TOWNSHIP USE ONLY

ZONING REVIEW / APPROVAL / SOIL EROSION

NOTES FOR DEPARTMENT USE

Signature: _____ Approval Date: _____

PLAN REVIEW

CORRECTION LIST		
ITEM #	DESCRIPTION	CODE SECTION

BUILDING PERMIT NOTES

BUILDING PERMIT APPROVED BY:

Signature: _____ Approval Date: _____

Printed Name and Title: _____ Permit Fee: _____

Building Fee Schedule: Enter the quantity of items to be installed

Description	Fee	Qty	Total
Administrative Fees			
Base Permit Fee	\$40.00	1	\$40.00
Archiving Fee	\$25.00	1	\$25.00
Registration	\$15.00		
Re-Inspection or Extra Inspection Fee	\$75.00 Hr.		
Business Re-Occupancy Inspection: Building Fee	\$75.00 Hr.		
Business Re-Occupancy Inspection: Fire Department	\$75.00 Hr.		
Permit Renewal	See Expiration Policy		
After-the-Fact Administrative Fee Multiplier	Up to 2x Permit Fee		
Add-On Fee	\$10.00		
Plan Review			
Outside Service	20% of Cost		
Internal¹	\$40.00 / hour		
Commercial/Industrial/Multifamily	20% of Permit Cost		
Bonds			
Certification of Occupancy – Temp	\$300.00		
New Home Completion Bond	\$1,500.00		
Driveway Bond	\$2,000.00		
Temporary Trailer Permit (+\$1,000 Removal Bond)	\$100.00		
Street Tree Bond	\$350.00		
Public Sidewalk Bond	\$500.00		
Service Walk/Porch Cap Bond	\$300.00		
Batch Plant (plus Removal Bond min. \$1,000)	\$250.00		
Plan Review and Inspection Fees			
Voluntary Demolition	\$200.00		
Commercial/Industrial/Multi Demolition	\$350.00		
Notice of Violation + \$1,000 Bond	\$200.00		
Fire Damage:			
Reconstruction (\$200 min. \$0.52 per sq ft + insurance deposit)			
Fire Department Building Review (per hr)	\$65.00		
Post Fire Building Inspection	\$150.00		

Description	Fee	Qty	Total
Plan Review and Inspection Fees (continued)			
Fire Dept Inspection (per hr)	\$50.00		
Residential New Home / Remodel Home			
New Home incl. Basement (per sq ft)	\$0.75		
Water / Sewer Lead	\$150.00		
Sump Line	\$150.00		
Remodel (per sq ft min. \$200.00)	\$0.75		
Finished Basement (per sq ft min. \$200)	\$0.75		
Additions (per sq ft min. \$200)	\$0.75		
Handicap Ramp (per sq ft min. \$200)	\$0.75		
Decks (per sq ft min. \$200.00)	\$0.75		
Roof Single-Family Residential	\$150.00		
Non-Business Day Roof Inspection	\$200.00		
Lakeside Stairs	\$95.00		
Swimming Pool (plus plan rev.)	\$95.00		
Siding / Gutters	\$95.00		
Windows / Doors	\$95.00		
Garages/ Pole Barns/ Accessory Structures Includes Sheds over 200 sq ft (per sq ft min. \$200)	\$0.75		
Modular Home (per sq ft min. \$200)	\$0.75		
Manufactured home (Park)	\$200.00		
Commercial / Industrial / Multi-Family			
Remodel / New (Project value x 0.0067) Min. \$200			
Roof (Project value x 0.0067) (min. \$250)			
Swimming Pool (Project value x 0.0075) (min. \$200)			
Dumpster Permit (30 Days total) (\$30 charge per 30-day extension)			
Signs (Plus Plan Review Fee)			
• Monument	\$200.00		
• Wall Mount	\$200.00		
• Other/Temp	\$30.00		
Wind Turbine, Solar Panels (Value x \$0.0075 plus plan review fee min. \$200)			
Total			

1. This plan review fee is used for additional internal plan reviews for addenda or changes to previously approved plans