



VAN BUREN CHARTER TOWNSHIP

DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT

46425 TYLER ROAD, VAN BUREN TOWNSHIP, MI 48111

PHONE (734) 699-8913 FAX (734) 699-8958

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

<input type="checkbox"/> NEW BUILDING	<input type="checkbox"/> GARAGE ADDITION	<input type="checkbox"/> ALTERATION
<input type="checkbox"/> MODULAR / MOBILE HOME	<input type="checkbox"/> DECK / CAT WALK / LAKESIDE STAIRS	<input type="checkbox"/> FOUNDATION ONLY
<input type="checkbox"/> GARAGE / POLE BARN / SHED	<input type="checkbox"/> HANDICAP RAMP	<input type="checkbox"/> FINISHED BASEMENT
<input type="checkbox"/> SWIMMING POOL	<input type="checkbox"/> SIDING / WINDOWS / DOORS	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> RE-ROOF	<input type="checkbox"/> GUTTERS	
<input type="checkbox"/> HOUSE	<input type="checkbox"/> WRECKING / DEMO	

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: _____

FEE CHART – Enter the quantity of items to be installed

Description	Fee	Qty	Total	Description	Fee	Qty	Total
Admin Fee	\$40.00	1	\$40.00	Permit Renewal (50% of original permit fee - max \$500)			
Archiving Fee	\$25.00	1	\$25.00	Plan Review			
Additions (per sq ft min. \$200)	\$0.75			• Commercial/Industrial/Multifamily (20% of Permit Cost)			
Add on Fee	\$10.00			• Outside Plan Service (120% of Cost)			
Batch Plant (plus Removal Bond min. \$1,000)	\$250.00			Public Sidewalk Bond	\$500.00		
Business Re-Occupancy Inspection: Building Fee	\$75.00						
Business Re-Occupancy Inspection: Fire Department Fee	\$75.00			Registration (\$15.00 Per Year of license + Admin Fee \$25.00)			
Cat Walk	\$95.00			• 1 Year	\$40.00		
Cert. of Occupancy - Temp	\$300.00			• 2 Year	\$55.00		
Commercial/Remodel/New * Project Value x (0.0067) min. \$200				• 3 Year	\$70.00		
Decks (per sq ft min \$200)	\$0.75			Re-inspection	\$75.00		
Demolitions (plus Plan Review Fee)				Residential Remodel (\$0.75 per sq ft min. \$200.00) plus Plan Review Fee			
• Voluntary	\$200.00			Roof: Commercial/Industrial/Multi-Family * Project Value X (0.0067) (min. \$250)			
• Commercial/Industrial/Multi	\$350.00			Roof Single-Family Residential	\$150.00		
• Notice of Violation + \$1,000 Bond	\$200.00			Service Walk/Porch Cap Bond	\$300.00		
Driveway Bond	\$2,000.00			Signs (plus Plan Review Fee)			
Extra Inspections	\$75.00			• Monument	\$200.00		
Finished Basement (\$200 min.) \$0.75 per sq ft				• Wall Mount	\$200.00		
Fire Damage Reconstruction (\$200 min. \$0.52 per sq ft + Insurance Deposit				• Other/Temporary (incl. Base & Archiving Fee)	\$30.00		
Fire Dept Building Review (per hour)	\$65.00			Post Fire Building Inspection	\$150.00		
Fire Dept Inspection/General/ New Business (per hour)	\$50.00			Non-Business Day Roof Inspection	\$200.00		
Lakeside Stairs	\$95.00			Water/Sewer Lead	\$150.00		
Handicap Ramp (per sq ft min \$200)	\$0.75			Street Tree Bond	\$350.00		
Garages/Pole Barns/Accessory Structures Includes Sheds over 200 sq ft (\$0.75/sq ft min. \$200 plus Plan Review Fee)				Sump Line	\$150.00		
Industrial/Remodel/New * Project Value X (0.0067) min. \$200				Swimming Pools (plus Plan Review Fee)			
Manufactured Home (Park) plus Plan Review Fee	\$200.00			• Residential	\$95.00		
Modular Home (\$0.75 per sq ft)				• Commercial/Industrial * Project Value X (0.0075) min \$200			
New Home Completion Bond	\$1,500.00			Temporary Trailer Permit (+ \$1,000 Removal Bond)	\$100.00		
New Home incl. Basement (\$0.75 per sq ft)				Siding / Gutters	\$95.00		
Off-site Home Inspection (+ travel time)	\$200.00			Wind Turbine, Solar Panels (Value X 0.0075 plus Plan Review Fee \$200 min)			
Outside Replacement Inspector (2 hr min.)	\$110.00			Windows or Doors	\$150.00		
Penalty for Starting Work w/o Permit (2 X Permit Fees)				TOTAL			
Dumpster Permit (30 days total) (\$30 charge per 30-day extension)	N/C						