

Please submit two sets of Permit #
 folded and stapled plans with
 this application. Please submit a
 digital copy of plans on a flash
 drive or email a copy to
plans@plymouthmi.gov
 (100 MB maximum file size).

CITY OF PLYMOUTH BUILDING PERMIT APPLICATION

INSPECTION HOT LINE 734-738-0289
 201 S. Main Street Plymouth, MI 48170
 Ph. 734-453-1234 ext. 232
www.plymouthmi.gov

I. Site/Project Information

| | | | | | |
|------------------------|-------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| Site Address | | | Date of Application | | |
| Name of Property Owner | | | Phone Number | | |
| Mailing Address | | | Email Address (Required) | | |
| City | State | Zip Code | Has a demolition permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required | | |

II. Applicant and Contact Information

| | | | |
|-------------------------------------------------------------------|-----------------|------------------------------------------------------|--------------------------|
| Indicate Who the Applicant Is. If Homeowner, Skip to Section III. | | Contractor | Homeowner |
| Contractor Company Name | | Phone Number | Email Address (Required) |
| Contractor Company Address | | City | State Zip Code |
| License Number | Expiration Date | Federal Employer ID (or reason for exemption) | |
| Workers Compensation Insurance Carrier (or reason for exemption) | | Unemployment Agency Number (or reason for exemption) | |

III. Type of Work

IV. Construction Cost and Sq. Ft.

V. Historic District

| | | | | |
|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|----|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Single Family <input type="checkbox"/> Other | <input type="checkbox"/> New <input type="checkbox"/> Remodel <input type="checkbox"/> Addition <input type="checkbox"/> Interior Finish | \$ | Commercial/Industrial Sq. Ft. of Project.: | Is this parcel located in the Historic District? <input type="checkbox"/> Yes <input type="checkbox"/> No |
|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|----|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------|

VI. Description of Work

| |
|----------------------------------------|
| Please describe the project in detail. |
| |
| |

VII. Homeowner Affidavit

| |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I hereby certify the work described in this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Building and/or Residential Code(s) and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City of Plymouth Building Official. I will cooperate with the Bldg. Official and assume the responsibility to arrange for required inspections. |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

VIII. Applicant Signature

Section 23a of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523A, 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.

| | |
|----------------------------------------------------------------------------------------------------------------------|------|
| Signature of Contractor or Homeowner (Homeowner signature indicates compliance with Section VII Homeowner Affidavit) | Date |
|----------------------------------------------------------------------------------------------------------------------|------|

| | FEE | QTY | TOTAL |
|-------------------------------------------------------------------|--------------------|-----|------------------------|
| <u>PLAN REVIEW: RESIDENTIAL</u> | | | |
| New construction - up to 2,999 square feet | \$350.00 | | |
| New construction - 3,000 square feet or more | \$550.00 | | |
| Addition, alteration - up to 1,499 square feet | \$150.00 | | |
| Addition, alteration - 1,500 square feet or more | \$300.00 | | |
| Basic zoning review | \$35.00 | | |
| <u>PLAN REVIEW: COMMERCIAL/INDUSTRIAL</u> | | | |
| New construction, per square foot | \$0.15, \$400 min. | | |
| Addition, alteration, per square foot - up to 1,499 square feet | \$0.15, \$150 min. | | |
| Addition, alteration, per square foot - 1,500 square feet or more | \$0.15 | | |
| Basic zoning review | \$50.00 | | |
| <u>NEW CONSTRUCTION, ADDITIONS, ALTERATIONS</u> | | | |
| Base fee | \$100.00 | | |
| Each \$1,000 of construction cost, residential | \$15.00 | | |
| Each \$1,000 of construction cost, commercial/industrial | \$17.00 | | |
| <u>SIGNS</u> | | | |
| Sign permit, includes two (2) signs at one business site | \$150.00 | | |
| <u>DEMOLITION</u> | | | |
| Residence | \$400.00 | | |
| Commercial/industrial, per square foot | \$0.12, \$500 min. | | |
| Accessory structure | \$100.00 | | |
| Interior only | \$200.00 | | |
| <u>OTHER BUILDING FEES</u> | | | |
| Awning or canopy | \$125.00 | | |
| Basement waterproofing | \$125.00 | | |
| Door/Doorwall | \$125.00 | | |
| Fence/wall | \$125.00 | | |
| Insulation only | \$125.00 | | |
| Prefabricated shed/accessory structure (less than 200 SF) | \$135.00 | | |
| Prefabricated ramp/steps (less than 200 SF) | \$135.00 | | |
| Residential concrete, asphalt, pavers | \$185.00 | | |
| Roof | \$125.00 | | |
| Siding | \$125.00 | | |
| Windows | \$125.00 | | |
| <u>INSPECTIONS</u> | | | |
| Additional & Re-inspection | \$80.00 | | |
| <u>PERMIT FEE SUB-TOTAL</u> | | | |
| <u>LICENSE REGISTRATION</u> | | | |
| Builder - per cycle ending May 31 | \$30.00 | | |
| <u>ADMINISTRATIVE FEE</u> | | | |
| Administrative fee | \$25.00 | 1 | \$25.00 |
| <u>TOTAL FEE</u> | | | |
| Make checks payable to "City of Plymouth" | | | Effective July 1, 2024 |

This page is for your reference and does not need to be returned with the permit application.

NEW RESIDENTIAL CONSTRUCTION OR ADDITION

The following is a list of instructions and required documents to submit for a new residential home or residential addition.

- 1. Completed and signed building permit application.
- 2. Folded and stapled plans drawn to scale. Three sets are required for new residential construction. Two sets are required for residential additions. Plans must include:
 - Floor plan
 - Front, sides and rear elevation(s)
 - Foundation plan with walkout details and emergency egress, if applicable
 - Windows and doors sizes and placement
 - Wall section detail
- 3. Three copies of the boundary survey showing all buildings on the parcel with setback distances to property lines from each building (which may include porch, deck, garage, shed etc.).
- 4. One copy of Wayne County Soil Erosion permit or waiver, if applicable.

ADDITIONALLY, FOR NEW HOMES ONLY:

- 5. Two copies of completed Energy Code compliance sheets. You may use ResCheck or ComCheck.
- 6. One copy of a certified site survey which includes:
 - Topography lines at one-foot intervals
 - Finish floor elevation
 - Adjacent center of street elevation
 - Proposed finished grade elevations, proposed drainage swales and/or storm water drainage measures (how you plan to route storm drainage)

DEMOLITION OF HOME

The following is a list of instructions and required documents to submit for a demolition permit.

- 1. Completed and signed building permit application form
- 2. Completed and signed water and sewer application form
- 3. Copy of the following shutoffs:
 - Consumer Energy shut-off
 - DTE Energy shut-off
 - Water service line disconnect (faxed upon completion by Municipal Services staff)
 - The issuance of the water service disconnect permit (DMS permit) initiates the request for meter removal and service line disconnection
- 4. Provide a Bond
 - \$2,500 Cashier's Check or Certified Money Order, **cannot use company check**
 - The bond will be held until the property is graded and seeded or until the final CofO is issued
- 5. Ensure all property fees have been paid such as:
 - Final water bill
 - Property taxes
 - Any other outstanding bills or fees owed to the City
- 6. Provide copy of the hazardous material survey for demolitions affecting 50% or more of the structure
- 7. If the property has been recently purchased, ensure transfer paperwork has been submitted to the City Assessor
- 8. The parcel must be graded and seeded after demolition if a new construction building permit has not been submitted
 - Please note this on the application under "Description of Work"

FOR OFFICE USE ONLY

Address: _____ Zoning: _____ Date: _____

Digital Plans ___Y___N

___ Side Yard Setback: _____ Required Setback: _____ OK VARIANCE

___ Side Yard Setback: _____ Required Setback: _____ OK VARIANCE

___ Front Yard Setback: _____ Required Setback: _____ OK VARIANCE

___ Rear Yard Setback: _____ Required Setback: _____ OK VARIANCE

Incentive Porch ___Y___N

Basement Finished ___Y___N

Number of Bedrooms _____

Number of Half Bathrooms _____ Full Bathrooms _____

Lot Area: _____ SF

Structures footprint: _____ SF

Floor Area: _____ SF

Lot Coverage: _____ Maximum: 30% 35%

Floor Area Ratio: _____ 40% max

Building Height: _____ (from average grade to the midpoint of the tallest section of roof)

Site Plan Checklist

- 1. Any negative impacts from drainage _____Y___N
- 2. A/C location ok _____Y___N
- 3. Structures located in easements _____Y___N
- 4. Projections into yards meet requirements _____Y___N
- 5. Floodplain construction _____Y___N
- 6. County soil erosion permit required _____Y___N
- 7. City sidewalk shown on plan _____Y___N
- 8. 9' wide driveway at least 1' off property line _____Y___N

Garage:

Detached

- 1. % coverage of required rear yard _____ (35% max)
- 2. Setback: Rear _____ Side _____ Avg. Hgt. _____
- 3. 10' from main building ___Y___N

Attached Front Facing

- 1. Lot 60' min ___Y___N
- 2. Garage is 50% or less of front façade Y/ N
- 3. Garage is 4' back from home ___Y___N
- 4. 30' from front property line ___Y___N
- 5. Minimum width of 22' ___Y___N

Notes:

FOR OFFICE USE ONLY

PROPERTY ADDRESS: _____

Community Development Department

Approved as Submitted: _____ Date: _____
Building Official

Approved with Conditions: _____ Date: _____
Building Official

Conditions: _____

Department of Municipal Services

Approved as Submitted: _____ Date: _____
Assistant Director of Municipal Services

Approved with Conditions: _____ Date: _____
Assistant Director of Municipal Services

Conditions: _____

