



Permit #

## CITY OF PLYMOUTH BUILDING PERMIT APPLICATION

**INSPECTION HOT LINE 734-738-0289**  
201 S. Main Street Plymouth, MI 48170  
Ph. 734-453-1234 x 232 Fax 734-455-1824  
Website: [www.ci.plymouth.mi.us](http://www.ci.plymouth.mi.us)

**1. The undersigned hereby applies for a permit to build, construct, remodel and occupy or to install according to the following statement:**

Street Address of Work	Date of Application
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Name (Contractor's Company Name / Home Owner)			Telephone Number
Address			Fax Number
City	State	Zip Code	Email

**Submit to Comm. Dev. Dept: New Residential Only- 3 sets of stapled & folded plans**

**ALL PLANS DRAWN TO SCALE**      All other Residential -2 Sets of Plans

**Commercial - 4 sets of stapled & folded plans**

<b>Description of Work:</b>	
<b>ESTIMATED TOTAL COST of PROPOSED WORK:</b>	\$
<b>REMODELS/ALTERATIONS:</b> Square footage of the remodeled area:	
<b>ADDITIONS:</b> Square footage of new area only:	
<b>FOR NEW HOMES:</b> Square footage of all structures (1 <sup>st</sup> floor Only) including all accessory bldgs and decks above 30 inches :	SQ. FT

### 2. PROPERTY OWNER INFORMATION

Name			
Address			
City	State	Zip Code	Phone Number

### 3. CONTRACTOR INFORMATION - To be filled out by all contractors:

Contractor's License Number & Expiration Date	License Number	Date
Contractor's Driver's License Number		
Federal Employee ID Number (or reason for exemption)		
Worker's Comp Insurance Carrier (or reason for exemption)		
MESC Employer Number (or reason for exemption)		
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.		
Contractor's / Applicant Signature		Date

### 4. ARCHITECT INFORMATION

Name			
Address			
City	State	Zip Code	Phone Number

The following is a list of instructions and required documents to submit for **New Construction or Additions**. Place a checkmark in all boxes for items completed and attached.

**BUILDING PERMIT APPLICATION**  
**REQUIRED SUBMITTALS**

**For New Homes & Additions:**

- 1. Completed and signed building permit application form.
- 2. 3 folded sets-new construction /2 sets-additions of complete plans to include:
  - Site plan of property showing all buildings on the lot with setback distances to property lines from each building, porch and deck (front, rear and both sides)
  - Complete building plans
  - 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. One copy of Wayne County Soil Erosion permit or waiver.

**For New Homes Only:**

- 1. Two copies of completed Energy code compliance sheets. You may use ResCheck or ComCheck.
- 2. Three copies attached to plans of a certified grade survey which includes:
  - Topography lines at one foot intervals
  - Finish floor elevation
  - Adjacent center of street elevation
  - Proposed finished rough 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  
Place a checkmark in all boxes for items completed and attached.

- 1. Completed and signed building permit application form.
  
- 2. Copies of the shut-offs of:
  - Consumer Energy shut-off
  - DTE Energy shut-off
  - Water shut-off - Dept of Municipal Services (734) 453-7737  
1231 Goldsmith, Plymouth, MI
  
- 3. Provide a Bond
  - \$2,000 Bond Cashier's Check or Certified Money Order  
Obtained at Bank, **cannot use Company check.**
  
- 4. All Fees have been paid such as:
  - Final water bill
  - Property Taxes
  - Any other outstanding bills or fees owed to the City.
  
- 5. If the property has been recently purchased, ensure transfer paperwork has been submitted to the City Assessor and that the property is in the correct owner's name.  
**Permits will not be issued into the wrong owner name.**
  
- 6. The building permit application must be submitted along with a demolition permit **OR** the lot must be graded and seeded after demolition.

Continue to page 4 to complete the rest of the application.

**5. HOMEOWNER AFFIDAVIT FOR PERMIT - To be filled out by all single-family applicants:**

**TO THE CITY OF PLYMOUTH BUILDING OFFICIAL:**

I hereby certify the work described on the attached application shall be installed or constructed by myself, or under my direct supervision, in my own single family home in which I am living or will occupy upon completion. All work shall be installed or constructed in accordance with the applicable Code or Codes as adopted by the City of Plymouth. Such work shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Inspector. I will cooperate with the inspector and assume the responsibility to arrange for all necessary inspections. I will take full responsibility for all work, including any sub-contractors work, completed under this permit.

Homeowner's Signature

Date

**CLASS OF WORK (check one →)**

**NEW**

**ADDITION TO EXISTING**

**ALTERATION**

**6. FEE CHART- Enter the number of items being installed, multiply by the fee price for total fee.**

		FEE	QTY	TOTAL
Accessory Building / Shed <b>Circle One</b>	Sheds ↓ 200 sq. ft \$100.00 <b>No Ratwall Required</b>	175.00		
Approach & Driveway / Carport	<b>Circle one</b>	90.00		
Awning		50.00		
Basement Water proofing		100.00		
Concrete Patio / Garage Floor	<b>Circle one</b>	90.00		
Deck, Porch (+ plan review)	<b>Circle one</b>	175.00		
Fence (+ plan review)	<b>Circle one</b>	75.00		
Fire Hydrant Use		75.00		
Garage, Attached or Detached, Pergola/Porte Coche/Carport (W/plan review)	<b>Circle one</b>	175.00		
Insulation		50.00		
Pool		100.00		
Ramp / Handicap Ramp	<b>Circle one</b>	90.00		
Sidewalk		50.00		
Siding & Screen Wall		100.00		
Sign - Ground / Awning w/sign	<b>&lt;Circle one</b> <u>How Many?</u>	100.00		
Sign- Wall or Hanging Sign	<b>&lt;Circle one</b> <u>How Many?</u>	50.00		
Tear off / Re-roof		100.00		
Windows	<u>How Many?</u>	100.00 Flat Fee		
<b>DEMOLITION</b>				
Bond for Demolition	<b>Cashier's Check or Certified Money Order</b>	2,000 Bond		
Demolish Residential Dwelling unit- per unit (+Bond)		150.00		
Demolish Accessory Building (no bond required)		75.00		
Demolish Commercial / Industrial, Multiple (+Bond)		\$400.00 Min. or .30 sq ft		
Demo Interior		100.00		
Additional, Progress & Re-Inspections		50.00		
<b>TOTAL FEE</b>				
Make checks payable to "City of Plymouth"				
<b>Attach three sets of folded prints / plot plans if residential. If Commercial or Industrial four sets of folded prints / plot plans, DRAWN TO SCALE.</b>				

**MINIMUM PERMIT FEE IS \$50.00**

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Address

Approved as Submitted: \_\_\_\_\_ Date: \_\_\_\_\_  
Brent Strong, Building Inspector

Approved with Conditions: \_\_\_\_\_ Date: \_\_\_\_\_  
Brent Strong, Building Inspector

Conditional Approval:

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