

Permit #

**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](http://www.plymouthmi.gov)

**I. Site/Project Information**

Site Address	Date of Application
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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.:      Sq. Ft.	Is this parcel located in the Historic District? <input type="checkbox"/> Yes <input type="checkbox"/> No
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**VI. Description of Work**

<b>Include folded &amp; stapled plans, 3 sets for new residential; 2 sets for other residential work; 4 sets for commercial/industrial work</b>

**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.
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**VIII. Applicant Signature**

<b>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.</b>	
Signature of Contractor or Homeowner (Homeowner signature indicates compliance with Section VII Homeowner Affidavit)	Date

**IX. Fee Chart – Enter the number of items being installed, multiply by the unit price for the total fee**

	FEE	QTY	TOTAL	<b><u>NEW CONSTRUCTION, ADDITIONS, ALTERATIONS</u></b>			
<b><u>ACCESSORY STRUCTURE</u></b>				<b>Residential</b> – Total fees assessed include plan review fee and \$100.00 base fee, plus \$12/\$1,000 of construction cost (CC)			
Carport/Porte cochere	\$175.00			New home	CC: \$		
Deck	\$175.00			Plan review	\$300.00		
Garage, attached or detached	\$175.00			New multi-family	CC: \$		
Pergola	\$175.00			Plan review	\$50.00/Unit (Min. \$300) _____ # of Units		
Porch	\$175.00			Addition/Remodel/Interior finish	CC: \$		
Shed, greater than 200 SF	\$175.00			Plan review – construction cost less than \$100,000	\$75.00		
Shed, less than 200 SF	\$100.00			Plan review- construction cost \$100,000 and up	\$200.00		
Swimming pool/Hot tub	\$175.00			<b>Commercial/Industrial</b> - Total fees assessed include plan review fee and \$100.00 base fee, plus \$15/\$1,000 of construction cost (CC)			
Accessory structure, other*	\$175.00			New/Addition/Remodel/Interior finish	CC: \$		
<b><u>CONCRETE/ASPHALT</u></b>					\$0.15/ Sq. ft. (Min. \$100) _____ Sq. ft.		
Approach/Driveway, Parking lot	\$90.00			Plan review	CC: \$		
City/Service sidewalk	\$50.00			Cell Tower, new or addition	CC: \$		
Concrete patio	\$90.00			Plan review	\$0.15/ Sq. ft. (Min. \$100) _____ Sq. ft.		
Garage floor	\$90.00				FEE	QTY	TOTAL
Porch cap	\$50.00			<b><u>DEMOLITION</u></b>			
<b><u>FENCE</u></b>				Single family residential (requires bond)	\$300.00		
Fence/Wall	\$75.00			Accessory structure	\$75.00		
<b><u>SIGN</u></b>				Residential interior	\$100.00		
Sign - ground, wall, awning	\$100.00			Commercial/Industrial interior	\$150.00		
Sign - hanging	\$50.00			Commercial/Industrial, Multiple (requires bond)	\$0.10/ Sq. ft. (Min. \$400) _____ Sq. ft.		
<b><u>UTILITY</u></b>				<i><b>Bond: Must be certified check or money order, not a company check</b></i>	\$2,000.00		
Fiber optics/Cable/Utility**	\$100.00			<b><u>INSPECTIONS</u></b>			
<b><u>OTHER BUILDING WORK</u></b>				Additional & Re-inspection	\$60.00		
Awning/Canopy	\$50.00			<b><u>PERMIT FEE SUB-TOTAL</u></b>			
Basement waterproofing	\$100.00			<b>MINIMUM PERMIT FEE IS \$50.00</b>			
Foundation only	\$175.00			<b><u>LICENSE REGISTRATION</u></b>			
Geo-thermal system, monitoring well**	\$175.00			Builder - per cycle	\$25.00		
Insulation	\$100.00						
Ramp/Handicap ramp	\$90.00			Administrative fee	\$5.00	1	\$5.00
Stairway/Steps	\$175.00						
Land Division or Land Recombination	\$100.00 per parcel						
<b><u>PLAN REVIEW NOT REQUIRED</u></b>							
Door/Doorwall replacement	\$100.00						
Re-roof	\$100.00						
Siding	\$100.00						
Window replacement	\$100.00						
* Other accessory structures include gazebos, outdoor fireplaces, solar panels, private wind conservation systems, etc.				<b>TOTAL FEE</b>			
**May require bond							
Effective July 1, 2018				Make checks payable to “City of Plymouth”			

**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. 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 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 for a demolition permit.

- 1. Completed and signed building permit application form
- 2. Copy of the following shut-offs:
  - Consumer Energy shut-off
  - DTE Energy shut-off
  - Water shut-off and meter removed
    - This service is provided by the Department of Municipal Services (734) 453-7737, located at 1231 Goldsmith
    - Please note that this service requires a permit fee of \$150.00 that will be assessed with the demolition permit
- 3. Provide a Bond
  - \$2,000 Cashier's Check or Certified Money Order, **cannot use company check**
- 4. Ensure all property 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
- 6. 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"