

CITY OF PLEASANT RIDGE

**23925 Woodward Avenue
Pleasant Ridge, Michigan 48069
(248) 541-2901 (Fax) 541-2504**

APPLICATION FOR BUILDING

PERMIT# _____

1. Three sets of plans must be filed with this application. Lot plan including all encroachment details must be shown on plans submitted.
2. No building or alternation is complete until inspected and approved by the building inspector. All construction shall conform to all applicable codes and/or regulations.
3. Contractors are responsible for hauling away surplus building materials and debris.
4. Twenty-four notice is required for inspection appointment.
5. If owner/contractor submitted construction value is less than inspectors estimated value, substantiation of construction value will be required.

CONTRACTOR DATA

Name _____
 Address _____
 City & Zip Code _____
 Driver's License # _____
 Telephone _____
 License # _____

HOMEOWNER DATA

Name _____
 Address _____
 Sidwell _____
 Telephone _____

TYPE OF IMPROVEMENT

- New Building
- Garage
- Addition
- Alteration/Remodel
- Repair/Replacement
- Foundation
- Other (explain) _____

BUILDING FEATURES

Foundation Material _____
 Roof Material _____
 Garage Construction Material _____
 Wall Material _____
 Building Size _____ By _____
 Side yard set back _____
 Rear yard set back _____
 Distance of garage from house _____
 Height of Garage _____
 Height of House _____

STATE BELOW EXACTLY WHAT THIS PERMIT WILL COVER

ESTIMATED VALUE OF JOB: \$ _____

"Section 23a of the State Construction Codes Act of 1972, Act No. 230 of 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 perform work on the residential building or a residential structure, Violators of Section 23a are subject to civil fines.

Permit Fee: \$ _____
Plan Review: \$ _____
Registration: \$ _____
Administration: \$ _____

TOTAL PERMIT FEE: \$ _____

APPLICANT'S SIGNATURE: _____ **DATE:** _____
APPROVED BY: _____ **DATE:** _____

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The City of Pleasant Ridge is known for its unique housing stock. A strong inspection program by qualified individuals is an absolute necessity in order to insure quality workmanship and code adherence. The housing stock in Pleasant Ridge is of high quality, however, it is aging. The need for maintaining the City's most important asset is evident and a clear message will be directed to those performing work in the City that codes will be enforced and quality work is expected.

GENERAL REQUIREMENTS

- The minimum permit fee is \$50.00.
- All permits shall have a \$25.00 Administration Fee added.
- A double fee will be charged for all work started before obtaining a permit.
- Any partial inspections will be subject to the re-inspection fee of \$40.00.
- A copy of Contractor's license is required before a permit may be issued.
- A copy of the applicant's driver's license is required when applying for a permit.
- A copy of the Contractor's Liability Insurance is required when applying for a permit.
- On the occasion that the State issued Contractor's license is not required (I.E. fencing) a copy of the Company's Business License is required.
- The Contractor is responsible for scheduling all inspections and providing access to the property.
- Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

INSURANCE REQUIREMENTS

Worker's Compensation: _____

State License #: _____

Applicant's Signature

Company Name

Date

BUILDING PERMIT FEES

Building Permit fees are based on the value of the job.

Minimum Fee		\$	50.00
Administration Fee	On all permits	\$	25.00
Registration	Annually	\$	15.00
Meeting with inspector	Each occurrence	\$	40.00
Re-Inspection fee	Each occurrence	\$	40.00

Construction Value of Job			
\$1 - \$1000		\$	50.00
Each additional \$1000 or fraction thereof		\$	15.00

Plan Review	1/2 of Building permit fee		
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Demolition Fees			
Up to 2500/sf		\$	50.00
2500/sf to 5000/sf		\$	60.00
Over 5000/sf		\$	70.00

Demolition Bond	Cash Only	\$	5,000.00
Refundable at end of reconstruction upon approval			

Zoning Board of Appeals		\$	200.00
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When the valuation of the proposed construction exceeds \$1,000 and a plan is required to be submitted, a plan review fee shall be added to the Building Permit.

Plan Review fee shall be equal to one-half (1/2) the building permit fee as set forth above.

Fees are doubled if work is started prior to obtaining a permit.

Effective 5-15-2015



City of Pleasant Ridge

Residential Building Permit Zoning Review Checklist

The following checklist summarizes review considerations for residential building permit applications. The applicant should place a check or a N/A in the “Applicant” column. City staff will review the checklist using the “City” column.

All section references in the following table starting with are to the Zoning Ordinance available for download at: <http://cityofpleasantrydge.org/documents/zoningordinance.pdf> or the exterior design standards available for download at: <http://cityofpleasantrydge.org/documents/designstandards.pdf>

Zoning Ordinance Requirements

Applicant	Staff	Required Element	Section Reference
		Zoning District: _____	
		<input type="checkbox"/> New construction <input type="checkbox"/> Expansion of existing structure <input type="checkbox"/> No building expansion	
		Work proposed: <input type="checkbox"/> Principal building <input type="checkbox"/> Accessory building (garage, etc.)	
		Total floor area (existing): _____ Total floor area (proposed): _____ % Expansion proposed: _____	
		Total lot coverage complies? <input type="checkbox"/> Yes <input type="checkbox"/> No	82-164
		Accessory building lot coverage complies? <input type="checkbox"/> Yes <input type="checkbox"/> No	82-193(3)
		<i>Required setbacks (principal building):</i> Front (established building line): ____ Side (minimum): 5 ft. Side (total): 13 ft. Rear: 25 ft.	82-164
		<i>Required setbacks (accessory building):</i> 3 ft. from any side or rear property line	82-193
		<i>Proposed setbacks:</i> Front: _____ Side (left): _____ Side (right): _____ Rear: _____	
		Are any existing structures non-conforming? <input type="checkbox"/> Yes <input type="checkbox"/> No	82-194
		Are any proposed structures or expansions non-conforming? <input type="checkbox"/> Yes <input type="checkbox"/> No	82-194
		Proposed building height: _____ Maximum permitted building height: _____	82-3 82-164 82-193
		Sky plane side yard building height compliance demonstrated on plan set? <input type="checkbox"/> Yes <input type="checkbox"/> No	82-167
		Attached garage, if proposed, complies with ordinance requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No	82-193(8)

Exterior Design Standards Requirements

Applicant	Staff	Required Element	Section Reference
		Building materials comply with exterior design standards? <input type="checkbox"/> Yes <input type="checkbox"/> No	2.3.3
		Proposed building design complies with applicable exterior design standards? <input type="checkbox"/> Yes <input type="checkbox"/> No	2.3.3 and 2.3.4
		Non-traditional design exemption requested? <input type="checkbox"/> Yes <input type="checkbox"/> No	2.3.5