BUILDING PERMIT APPLICATION
VILLAGE OF BEVERLY HILLS
BUILDING AND PLANNING
18500 W 13 MILE RD
BEVERLY HILLS, MICHIGAN 48025
P: 248-646-6404 F: 248-646-3703
www.villagebeverlyhills.com

Invoice#_____
Check # _____

BUILDING

Date: _____

Project Information

Job Address: _____ Suite # _____

Lot: _____ Subdivision: _____ Sidwell # _____

Building Type
☐ Office   ☐ Commercial
☐ Residential   ☐ Duplex   ☐ Condo   ☐ Multiple   ☐ Other_____

Request for Building Permit To:
☐ Construct   ☐ Complete   ☐ Add to   ☐ Alter ☐ Repair   ☐ Demolish☐ Other_____

☐ New Building   ☐ Existing Structure   ☐ Tenant Space
☐ Garage/Accessory Building   ☐ Deck   ☐ Patio ☐ Pool   ☐ Spa   ☐ Other_____

Additional Information on location of Construction (Floor/area of bldg.)_____

Size of Bldg./Addition/Tenant Space/Garage/Deck/etc.:_____

ZONING:_____   USE GROUP:_____   CONST. TYPE:_____

ESTIMATED COST OF CONSTRUCTION $_____ $_____
                              By Contractor   By Department

Applicant Information

Name: _____   Phone: _____   Fax:_____

Address: _____ City:_____ State:_____ Zip:_____

License # _____ Federal ID #_____   MESC #_____ Comp. Carrier_____

Email: _____   Preferred Contact # /Name_____

Owner Information

Name: _____   Phone: _____   Fax:_____

Address: _____ City:_____ State:_____ Zip:_____

PLOT PLANS SHALL BE Submitted on Separate Sheets and shall show all easements and measurements (must be correct and in detail).
Show all streets abutting lot, indicate front of lot, show all buildings, existing and proposed distances to lot lines.

I, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT AND THAT I HAVE REVIEWED ALL DEED RESTRICTIONS WHICH MAY APPLY TO THIS CONSTRUCTION AND AM AWARE OF MY RESPONSIBILITY THEREUNDER.

Homeowner Affidavit
I hereby certify that the work described on 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 State of Michigan Building Code and shall not be enclosed, covered up or occupied until it has been **inspected** and **approved**. I will cooperate with the Building Inspector and assume all responsibility to arrange for necessary inspections.

Section 23a of the state construction code act of 1972, 1972PA 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 & Print Name:_____   Date:_____
          (Owner's signature indicates compliance with homeowner's affidavit)

Subscribed and sworn to before me this_____day of_____ Notary Public,_____County, Michigan

_____   My commission expires_____

A SOIL EROSION PERMIT MAY BE NECESSARY FOR YOUR BUILDING PERMIT TO BE PROCESSED
PLEASE SEE THE ENGINEERING DEPARTMENT

APPROVED BY: ☐ Planning Commission   Date:_____

               ☐ Board of Zoning Appeals   Date:_____

               ☐ Village Council   Date:_____

PLAN ANALYST COMMENTS:_____

_____

_____

_____

SPECIAL STIPULATIONS:_____

_____

_____

_____

Plan Review Fee Paid $_____   Date_____

Soil Erosion_____

FEES DUE:

Building Permit Fee	$_____	Sewer Fee	$_____
		Water Fee Due	$_____
Certificate of Occupancy	$_____	Structural Review Fee	$_____
Builder's Deposit (Bond)	$_____	Plans [ ] Rolled	[ ] Plan Review Comments
Plan Review Fee	$_____	[ ] Folded	
Add'l Plan Review Fee	$_____	[ ] Attached	
Record Retention Fee	$_____	[ ] Scanned	
Grade Inspection	$_____	[ ] No Plans	
Administration Fee	$_____$65.00_____		
Residential Bldg Contractor Registration (*exp. 12/31*)	$_____		
TOTAL DUE	$_____		

APPROVED BY:_____   DATE:_____