

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

BUILDING

Date: _____

Project Information

Job Address: _____ Suite # _____

Lot: _____ Subdivision: _____ Sidwell # _____

Scope of Work: _____

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

Company Name: _____ Phone: _____ Fax: _____

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

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

Email: _____ Preferred Contact Name _____

Preferred Contact Number _____

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)

SUBMITTAL CHECKLIST

All residential construction projects, in addition to other required documentation per Village codes and provisions, and the requirements of the Michigan building codes, shall submit two sets of the following documents with permit application:

- Plot plan depicting compliance with Zoning Ordinance, in accordance with Section 22.08.140 and Section 22.36.020
- Soil erosion permit or exemption letter from Oakland County
- Site plan depicting proposed construction fencing

Please note: construction site fencing must be installed and inspected prior to permit issuance. Applicants requesting a waiver from the fencing requirements must do so in writing at the time of permit application and will receive written notice from the building department if an exemption is granted.

All residential demolition projects must submit the following items with permit application:

- Approved disconnect notices from all utilities (i.e. electric, gas, water).
- A survey of the structures on the property to be demolished.
- A plot plan detailing the location of the construction fencing, silt fencing, and right-of-way tree protection to be installed prior to work commencing. This will be in-place and verified by the Building Department prior to permit issuance.
- Date and time schedule for the demolition.
- Soil erosion permit or exemption letter from Oakland County

*****FOR BUILDING DEPARTMENT USE ONLY*****

APPROVED BY:	<input type="checkbox"/> Planning Commission	Date: _____
	<input type="checkbox"/> Zoning Board of Appeals	Date: _____
	<input type="checkbox"/> Village Council	Date: _____

PLAN ANALYST COMMENTS: _____

SPECIAL STIPULATIONS: _____

APPROVED BY: _____ DATE: _____