



BUILDING PERMIT APPLICATION

VILLAGE OF BEVERLY HILLS

BUILDING AND PLANNING

18500 W 13 MILE RD

BEVERLY HILLS, MICHIGAN 48025

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www.villagebeverlyhills.com



BUILDING

ALL PROJECTS SHALL COMPLY WITH THE ATTACHED REQUIREMENTS FOR DISRUPTION OF SOIL HANDOUT

Date: _____ I have received a copy, read and understand the Requirements For Disruption of Soil Handout: _____

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

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)

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

APPROVED BY: Planning Commission Date: _____
 Board of Zoning Appeals Date: _____
 Village Council Date: _____

PLAN ANALYST COMMENTS: _____

SPECIAL STIPULATIONS: _____

Soil Erosion Req'd: _____

FEES DUE:

Plan Review Fee Paid	\$ _____	Inv#:	_____	Date	_____
Building Permit Fee	\$ _____	Sewer Fee		\$	_____
Certificate of Occupancy	\$ _____	Water Fee Due		\$	_____
Builder's Deposit (Bond)	\$ _____	Structural Review Fee		\$	_____
Plan Review Fee	\$ _____	Plans	<input type="checkbox"/> Rolled	<input type="checkbox"/> Plan Review Comments	
Add'l Plan Review Fee	\$ _____		<input type="checkbox"/> Folded		
Grade Inspection	\$ _____		<input type="checkbox"/> Attached		
Administration Fee	\$ _____ 65.00		<input type="checkbox"/> Scanned		
Residential Bldg Contractor Registration (exp. 12/31)	\$ _____		<input type="checkbox"/> No Plans		
TOTAL DUE	\$ _____	Inv#:	_____	Date	_____

APPROVED BY: _____ DATE: _____



REQUIREMENTS FOR DISRUPTION OF SOIL



ALL PROJECTS INVOLVING THE MOVEMENT OF ANY AMOUNT OF EARTH WILL REQUIRE A TOPOGRAPHIC SURVEY AND SHALL INCLUDE A PLOT PLAN UNLESS SUCH SURVEY AND PLAN ARE WAIVED BY THE BUILDING OFFICIAL (SEE ADDITIONAL INFORMATION IN LINK BELOW).

BUILDING PERMIT REQUIRES PLOT PLAN REVIEW

https://www.villagebeverlyhills.com/government/chapter_22_-_zoning_ordinance/22_36_administration.php#building

A SITE PLAN IS REQUIRED FOR ALL COMMERCIAL PROJECTS AND ANY OTHER PROJECT RESULTING IN THE DISRUPTION OF 5 CUBIC YARDS OR MORE (SEE ADDITIONAL INFORMATION IN LINK BELOW).

SITE PLAN REVIEW

https://www.villagebeverlyhills.com/government/chapter_22_-_zoning_ordinance/22_08_general_provisions.php#siteplanreview

ALL SURVEYS AND SITE PLANS SHALL BE PREPARED BY A REGISTERED ENGINEER OR LICENSED LAND SURVEYOR.

UPON COMPLETION OF EACH PROJECT, CERTIFICATION AS TO THE ACCURACY OF FINAL SITE GRADING AND PAD ELEVATION SHALL BE VERIFIED IN WRITING BY THE ENGINEER OR LAND SURVEYOR RESPONSIBLE FOR THE PREPARATION OF THE SURVEY PRIOR TO FINAL INSPECTION OR ISSUANCE OF CERTIFICATE OF OCCUPANCY.

ADDITIONAL REFERENCE INFORMATION

22.08.140 GRADES AND ELEVATION DIFFERENTIALS.

a. The grading of all building lots shall be such to (1) divert water away from buildings, and (2) prevent standing water and soil saturation detrimental to structures, lot use and surrounding property.

b. The elevation differentials is defined as the difference between the elevation of the final ground level (after landscaping at the front building line, equidistant from the side building lines, and the elevations of the crown of the road (at a point equidistant from the side building lines) abutting the front property line. If a sidewalk is in place, the elevation differential shall be based on the sidewalk elevation in lieu of the crown of road elevation.

c. The elevation differential for all buildings shall not be less than fifteen inches (15") nor more than twenty-four inches (24") except as hereinafter provided. A building under construction having foundations in place shall be considered an existing building.

d. All applicants for building permits shall submit with the permit application, unless waived by the Building Official, plans showing:

1. The proposed grading plan for the entire lot.
2. The direction of flow of surface water off the lot.
3. The gradient of all protective slopes around proposed buildings.
4. The elevation differential of all proposed buildings and the elevation differential of all existing buildings within one hundred feet (100').

e. Variances may be granted from the requirement of subsection (c) by the Zoning Board of Appeals if adequate provisions are made and approved by the Village Engineers to prevent run off water from flowing onto adjacent property.