



City of Rochester

Building Department
 400 Sixth Street
 Rochester, MI 48307
 Phone: (248) 651-9061
 Inspection Hotline: (248) 609-0619
 Forms available at www.rochestermi.org

APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

THE DEPARTMENT WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL ORIGIN, COLOR, MARITAL STATUS, HANDICAP, OR POLITICAL BELIEFS.

AUTHORITY: P.A. 230 of 1972, AS AMMENDED
 COMPLETION MANDATORY TO OBTAIN PERMIT
 PENALTY: PERMIT WILL NOT BE ISSUED

APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V AND VI

NOTE: SEPARATE APPLICATIONS MUST BE MADE FOR ELECTRICAL, PLUMBING AND MECHANICAL PERMITS

I. PROJECT LOCATION

SIDWELL ADDRESS

II. IDENTIFICATION – OWNER/LESSEE

NAME ADDRESS

CITY STATE ZIP PHONE #

ARCHITECT OR ENGINEER

NAME ADDRESS

CITY STATE ZIP PHONE #

CONTRACTOR

NAME ADDRESS

CITY STATE ZIP PHONE #

BUILDERS LICENSE NUMBER EXPIRATION DATE

FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION

WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION

MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION

III. TYPE OF IMPROVEMENT AND PLAN REVIEW

TYPE OF IMPROVEMENT

- NEW BUILDING MOBILE HOME SET-UP PREMANUFACTURED RELOCATION ADDITION
 DECK REPAIR ALTERATION DEMOLITION SPECIAL INSTRUCTIONS
 CERTIFICATE OF OCCUPANCY COMMERCIAL RESIDENTIAL

REVIEW(S) TO BE PERFORMED

****INDIVIDUAL TRADE PERMITS ARE REQUIRED****

- BUILDING ELECTRICAL MECHANICAL PLUMBING

****An Email Address Must Be Provided On The 3rd Page Of This Application Before The Permit Can Be Issued****

Building Permit # _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

1. ONE FAMILY
2. TWO OR MORE FAMILY
NO. OF UNITS _____
3. HOTEL, MOTEL
NO. OF UNITS _____
4. ATTACHED GARAGE
5. DETACHED GARAGE
6. OTHER

B. NON-RESIDENTIAL

7. AMUSEMENT
8. CHURCH, RELIGION
9. INDUSTRIAL
10. PARKING GARAGE
11. SERVICE STATION
12. HOSPITAL, INSTITUTIONAL
13. OFFICE, BANK, PROFESSIONAL
14. PUBLIC UTILITY
15. SCHOOL, LIBRARY, EDUCATIONAL
16. STORE, MERCANTILE
17. TANKS, TOWERS
18. OTHER

NONRESIDENTIAL-DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED USE.

V. SELECTED CHARACTERISTICS OF BUILDING

A. PRINCIPAL TYPE OF FRAME

1. MASONRY, WALL BEARING 2. WOOD FRAME 3. STRUCTURAL STEEL 4. REINFORCED CONCRETE 5. OTHER

B. PRINCIPAL TYPE OF HEATING FUEL

6. GAS 7. OIL 8. ELECTRICITY 9. COAL 10. OTHER

C. TYPE OF SEWAGE DISPOSAL

11. PUBLIC OR PRIVATE COMPANY 12. SEPTIC SYSTEM

D. TYPE OF WATER SUPPLY

13. PUBLIC OR PRIVATE COMPANY 14. PRIVATE WELL OR CISTERN

E. TYPE OF MECHANICAL

15. WILL THERE BE AIR CONDITIONING? YES NO 16. WILL THERE BE FIRE SUPPRESSION? YES NO

F. DIMENSIONS/DATA

17. NUMBER OF STORIES _____
18. USE GROUP _____
19. CONST. TYPE _____
20. NO. OF OCCUPANTS _____
- | 21. FLOOR AREA: | | EXISTING | ALTERATION | NEW |
|-----------------|-------|----------|------------|-------|
| BASEMENT | _____ | _____ | _____ | _____ |
| FIRST FLOOR | _____ | _____ | _____ | _____ |
| LENGTH & WIDTH | _____ | _____ | _____ | _____ |
| SECOND FLOOR | _____ | _____ | _____ | _____ |
| LENGTH & WIDTH | _____ | _____ | _____ | _____ |
| TOTAL AREA | _____ | _____ | _____ | _____ |
| IN SQUARE FEET | _____ | _____ | _____ | _____ |

TOTAL CONSTRUCTION VALUE OF PROJECT \$ _____

G. ELEVATION INFORMATION

22. THE LOWEST FLOOR IS _____ FEET ABOVE SEA LEVEL, USGS DATUM

H. NUMBER OF OFF STREET PARKING SPACES

23. ENCLOSED _____ 24. OUTDOORS _____

VI. APPLICANT INFORMATION

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION. **AN EMAIL ADDRESS IS MANDATORY FOR ISSUANCE OF BUILDING PERMIT.**

NAME _____ PHONE NO. _____

ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

EMAIL ADDRESS _____

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS / HER AUTHORIZED AGENT AND WE AGREE TO CONFORM AND COMPLY WITH ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

Section 23a of the state construction code act of 1972, Act No. 230 of the 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 are to perform work on a residential building or a residential structure. Violators of section 23a are subject to civil fines.

SIGNATURE OF APPLICANT X _____

DATE: _____

VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION

ENVIRONMENTAL CONTROL APPROVALS

	REQUIRED?	APPROVED	DATE	NUMBER	BY
A – ZONING	<input type="checkbox"/> YES <input type="checkbox"/> NO				
B – FIRE DISTRICT	<input type="checkbox"/> YES <input type="checkbox"/> NO				
C – ELEVATION CERTIFICATE	<input type="checkbox"/> YES <input type="checkbox"/> NO				
D – DRIVE WAY PERMIT	<input type="checkbox"/> YES <input type="checkbox"/> NO				
E – SOIL EROSION	<input type="checkbox"/> YES <input type="checkbox"/> NO				
F – FLOOD ZONE	<input type="checkbox"/> YES <input type="checkbox"/> NO				
G – WATER SUPPLY	<input type="checkbox"/> YES <input type="checkbox"/> NO				
H – SEPTIC PERMIT	<input type="checkbox"/> YES <input type="checkbox"/> NO				
I – VARIANCE GRANTED	<input type="checkbox"/> YES <input type="checkbox"/> NO J				
– OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO				

VIII. VALIDATION – FOR DEPARTMENT USE ONLY

COMMENTS:
 Permit Fee _____
 Bond Deposit _____

Receipt # _____

Check # _____

APPROVAL SIGNATURE

CITY OF ROCHESTER BUILDING OFFICIAL

DATE: _____

Revised 06/13/2017

IX. SITE OR PLOT PLAN – FOR APPLICANT USE

