

DEPARTMENT OF PLANNING & DEVELOPMENT

CITY MANAGER

CITY OF WALLED LAKE, MICHIGAN

1499 E. WEST MAPLE WALLED LAKE, MI 48390 (248) 624-4847

jstuart@walledlake.com

JIM WRIGHT CONSULTANT BUILDING OFFICIAL

L. DENNIS WHITT

JEFF RONDEAU CODE ENFORCEMENT

Permit Application Check List

- 1. Application must be completely filled out.
- 2. Scope of work must be clearly identified.
- 3. If a residential project 3 copies of plans must be submitted.
- 4. If a commercial project 3 sets of Architecturally Sealed plans must be submitted (Paper version and electronic version required).
- 5. If the applicant is a licensed contractor or if this is a commercial project that requires a licensed contractor the following must be provided:
 - a) Copy of State License
 - b) Copy of Contractor license
 - c) Copy of License holders Driver's License
 - d) Copy of Liability Insurance Certificate
- 6. If submitting a Building Permit for construction the following fees are due upon submittal.
 - a) Application fee
 - b) Plan review fee
 - c) If needed Contractor registration fee
 - d) Administration fee

After review, the complete permit fee will be assessed and paid prior to issuance of permit. Individual Mechanical, Plumbing and Electrical permits must be paid in full at time of application submittal.

- 7. If the project involves a Building permit no additional permits (plumbing, electrical, mechanical) will be issued until the Building permit has been reviewed, approved and issued.
- 8. Upon submittal if all required items noted are not provided the application will not be accepted. A full submittal is required.

(Note items 3 and 4 apply to building permit applications) Please review and initial that the required items are part of your application submittal. ______



Accessory building (over 200 sq. ft.)

City of Walled Lake 1499 E. West Maple Walled Lake, MI 48390 248-624-4847 Fax 248 624-1616

For Department Use Only
Date Received
Number of plan sets received

BUILDING PERMIT APPLICATION					
DATEJOB ADD	RESS	Estimated Construction Value	e		
1. Owner's Information					
Name	Address				
City	MI, Zip Code	Phone			
Email					
Please provide e-mail addres	s for expedited plan review re	sults			
2. Contractor's Information					
Name	Address				
City	MI, Zip Code	Phone #			
Builder's License Number	Federal Employer	ID/Exemption			
Worker's Compensation Insurance	Carrier or reason for exemption				
MESC Employer Number or reason	for exemptions				
Email		Fax #			
Please provide e-mail addres	s for expedited plan review re	sults			
3. Proposed Project – Const	ruction Type	Use Group			
☐ Single Family ☐ Duplex If commercial, is there a Knox Box **Please Note: NO commercial permits	<u> </u>	_			
4. Garage (3 sets of plans require	ed)				
☐ Attached ☐ Detached Wig					
— Attached — Detached Wil	dth	_ feet X Length	feet		
		_ feet X Length feet Wall height			
5. Residential or Commercial Rep	ight (ground to peak)air or Alternations				
5. Residential or Commercial Rep (Residential 3 sets of plans require	ight (ground to peak)air or Alternations ed; Commercial 3 sets of paper p	feet Wall height	feet		
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 $\mathsf{Width}\,\underline{\qquad}\,\mathsf{feet}\;\mathsf{X}\;\mathsf{Length}\,\underline{\qquad}\,\mathsf{feet}$

NOTE: THESE FEES ARE FOR THE BUILDING DEPARTMENT ONLY. If you are doing electrical, mechanical, or plumbing work, you will need to apply for the appropriate permit(s) and plan examination(s).

1. Plan examination fee: REQUIRED for most permits.

Plan Examination (Review) Fees		Total
Minimum Fee (initial)	\$35	\$35
Hourly rate after first hour	\$75	
	Review Fee Total	\$35

 Permits including new construction, additions, accessory structures, interior / exterior alterations and all other permit fees to be based on the most current Bureau of Construction Codes <u>Square Foot</u> <u>Construction Cost Table</u> and utilizing the pricing table recommended by the Construction Code Commission:

Residential & Commercial Permit Fee Table				
to \$1K	\$75			
\$1K - \$10K	\$75 + \$10/\$1K over \$1K			
\$10K - \$100K	\$165 + \$3/\$1K over \$10K			
\$100K - \$500K	\$435 + \$2/\$1K over \$100K			
over \$500K	\$1,235 + \$3/\$1K over \$500K			

3. Specific Permit Fees

Specific Permit Fees		Total
Application Fee	\$50	\$50
Contractor Registration Fee	\$25	
Replacement Windows	\$60	
Replacement Doors	\$60	
*Tear Off or Re-Roof: Res/Com *Tear off requires open roof inspection and final inspection	\$60/\$120 per roof section	
Decks & Porches (over 200 Sq. Ft.)	\$120	
Siding (*Flashing inspection required)	\$60	
Demolition	\$120+.07/sq ft	
Pools	\$120	
Special/Addtl/Re-inspection	\$50	
Safety Inspection	\$125	
Manufactured (Mobile) Housing	\$120	
Temporary Buildings	\$120	
Work not involving Sq Ft Computation	\$60	
	Specific Permit Fee TOTAL	
TOTAL PERMIT FEE		

City of Walled Lake, Department of Planning and Development Building Permit and Worksheet

- 4. ADDITIONAL INFORMATION:
 - 1. All information must be correct, complete, and legible.
 - 2. Include copy of mortgage survey or plot plan for any addition, garage, shed, pool, deck or any structure.
 - 3. Separate permits are required for electrical, mechanical, and plumbing.
 - 4. No work may be started before the approval of this permit. Penalty for work done prior to the issuance of a permit shall double the permit fee.
 - 5. 24 Hours notice is required for inspections
 - 6. Stamped Approved plans shall be on site in a readily available and observable location for the inspector to use. If plans are not available inspection will be denied
 - 7. Commercial/Industrial plans must be provided in an electronic version and paper copy

PERMIT IS VALID FOR 6 MONTHS.

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 to all applicable laws of the City of Walled Lake and 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, P.A. 230 of 1972, as amended, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirement of this State relating in persons who are to perform work on a

Applicant's Signature (Signature of Licensee or Homeowner*)

Applicant is NOT property owner, then the property owner must sign this application as well)

Property Owner

Date

Homeowner Affidavit *

I hereby certify 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 Building Code and shall not be enclosed, covered up or put into operation until it has been inspected and approved by the building inspector. I will cooperate with the building inspector and assume the responsibility to arrange for necessary inspections.

Do not write below this line

Per all City Codes and Ordinances; the adopted Michigan Residential Code, and the adopted Michigan Building Code.

Zoning Review Approved by _____ Date ____

Approved by ______ Date_____