

# APPLICATION FOR BUILDING AND ZONING PERMITS

## CITY OF TRENTON BUILDING DEPARTMENT

2800 Third Street, Trenton, MI 48183-2992

Phone: (734) 675-8251 • Fax: (734) 675-8504

ALL APPLICANTS ARE REQUIRED TO COMPLETE SECTIONS I, II, III, IV, V, VI AND VII.

### I. PROJECT INFORMATION - REQUIRED

#### **JOB DESCRIPTION:**

(In the space to the right, provide a detailed description of the project)

### II. PROPERTY INFORMATION - REQUIRED

#### **A. LOCATION OF CONSTRUCTION**

ADDRESS

### III. IDENTIFICATION - REQUIRED

#### **A. PROPERTY OWNER**

NAME

PHONE NUMBER

ADDRESS

CITY

STATE

ZIP CODE

#### **B. ARCHITECT OR ENGINEER**

NAME

PHONE NUMBER

ADDRESS

CITY

STATE

ZIP CODE

LICENSE NUMBER

EXPIRATION DATE

#### **C. CONTRACTOR**

NAME

PHONE NUMBER

ADDRESS

CITY

STATE

ZIP CODE

LICENSE NUMBER

EXPIRATION DATE

FEDERAL EMPLOYER ID NUMBER (OR REASON FOR EXEMPTION)

WORKERS COMP INSURANCE CARRIER (OR REASON FOR EXEMPTION)

### IV. TYPE OF PERMIT REQUESTED - REQUIRED

#### **A. BUILDING PERMIT – TYPE OF IMPROVEMENT: IF APPLICABLE**

- NEW BUILDING     ALTERATION     DEMOLITION     FOUNDATION ONLY     RELOCATION  
 ADDITION     REPAIR     PREMANUFACTURED     SPECIAL INSPECTION     \_\_\_\_\_

#### **B. ZONING PERMIT – TYPE OF IMPROVEMNET: IF APPLICABLE**

(Driveways, service walks, patios, fences not exceeding 6-feet high, accessory structures not exceeding 200 square feet)

**FLATWORK** (Describe the type of flatwork with dimensions) **COMPLETE SECTION V. IF APPLICABLE - SITE PLAN REQUIRED**

**FENCES** (Fence height and type of material) - **SITE PLAN REQUIRED**

**ACCESSORY STRUCTURES** (Type of structure with dimensions) - **SITE PLAN REQUIRED**

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**\*\* COMPLETE SECTIONS V, VI, AND VII. ON NEXT PAGE \*\***

**V. APPROACHES IN THE PUBLIC RIGHT-OF-WAY (IF APPLICABLE)**

APPROACHES LOCATED IN THE PUBLIC RIGHT-OF-WAY SHALL CONSIST OF CONCRETE AND BE A MINIMUM OF 6-INCHES IN DEPTH. EXPANSION MATERIAL IS REQUIRED BETWEEN THE PUBLIC SIDEWALK AND CURB. SEE ENGINEERING STANDARDS FOR CURB REPLACEMENT, STREET CUTS, AND APPROACHES

- REPLACING APPROACH                       EXPANDING APPROACH                       NEW APPROACH

NEW OR EXPANDED APPROACHES REQUIRE ENGINEERING DEPARTMENT APPROVAL FOR STREET CUTS. (SEPARATE PERMIT REQUIRED)

**\*\* A SITE PLAN IS REQUIRED FOR NEW BUILDINGS AND ZONING PERMITS \*\***  
(Show lot lines, all buildings and structures, existing fences, etc.)

**VI. APPLICANT INFORMATION - REQUIRED**

1. Construction Documents shall be drawn upon suitable material. Construction Documents shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that it will conform to the provisions of the State Construction Code and relevant laws, ordinances, and rules and regulations, as determined by the Building Official.
2. **Section 23a of the State of Construction Code Act of 1972, PA 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 are subject to civil fines.
3. A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED.**

**VII. APPLICANT SIGNATURE - REQUIRED**

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION.

NAME		PHONE NUMBER	
ADDRESS	CITY	STATE	ZIP
ESTIMATED COST OF CONSTRUCTION (Must include all Building, Electrical, Plumbing, and Mechanical work)			
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 OR HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND I HAVE READ SECTION VI. ABOVE.			
SIGNATURE OF APPLICANT		DATE	

AUTHORITY: STILLE-DEROSSETT-HALE SINGLE STATE CONSTRUCTION CODE / ACT 230 OF 1972

**\*\* SECTIONS VIII. TO BE COMPLETED BY THE DEPARTMENT \*\***

**VIII. DEPARTMENT USE ONLY**

**A. REQUIRED BUILDING INSPECTIONS**

INSPECTIONS REQUIRED:

- FOOTING       UNDERLAYMENT, ICE BARRIER       ROUGH       INSULATION       DRYWALL  
 BASE / FORMS       FINAL       OTHER \_\_\_\_\_

**B. APPROVAL**

USE GROUP	TYPE OF CONSTRUCTION	SQUARE FEET
ZONING CLASSIFICATION		
APPROVAL TITLE		
APPROVAL SIGNATURE	DATE	

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