

CITY OF MILAN

147 Wabash St. Milan, MI 48160

Phone: 734-439-7089 / Fax: 734-439-3925

Office Hours: Monday – Thursday 7:30 a.m. – 5:00 p.m.

NOTE: Separate Applications Must Be Completed for Plumbing, Mechanical & Electrical Permits

BUILDING PERMIT APPLICATION				
JOB LOCATION:		ZONING DISTRICT:		
PROPERTY OWNER OR LESSEE:				
Name:		Address:		
City:	State:	Zip:	Phone:	
Proof of ownership OR Statement if applicant is not owner is attached. <input type="checkbox"/>				
CONTRACTOR:				
Name:		Address:		
City:	State:	Zip:	Phone:	
State License Number:		Expiration Date:		
Fed. Employer ID:	MESC #:		Workers Comp Carrier:	
ARCHITECT OR ENGINEER:				
Name:		Address:		
City:	State:	Zip:	Phone:	
State License Number:		Expiration Date:		
BUILDING INFORMATION:				
PROPOSED USE OF BUILDING AND TYPE OF IMPROVEMENT				
<input type="checkbox"/> RESIDENTIAL		<input type="checkbox"/> NON-RESIDENTIAL		
<input type="checkbox"/> Single Family <input type="checkbox"/> Addition <input type="checkbox"/> Garage <input type="checkbox"/> Deck/Porch <input type="checkbox"/> Pole Barn/Shed	<input type="checkbox"/> 2 or more family No. of Units _____ <input type="checkbox"/> Hotel/Motel No. of Units _____ <input type="checkbox"/> Other _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Mercantile/Store <input type="checkbox"/> Public Utility	<input type="checkbox"/> Office <input type="checkbox"/> Service Station <input type="checkbox"/> Hospital	<input type="checkbox"/> Church <input type="checkbox"/> School/Library <input type="checkbox"/> Amusement <input type="checkbox"/> Other _____ _____
<input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Mobile Home <input type="checkbox"/> Foundation Only <input type="checkbox"/> Relocation <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Demolition <input type="checkbox"/> Pre-manufacture <input type="checkbox"/> Other _____				
Est. Start Date _____ Est. Value of Project \$ _____				

NEW CONSTRUCTION ONLY: BUILDING CHARACTERISTICS

PRINCIPAL TYPE OF FRAME

- Wood Frame Reinforced Concrete
 Masonry Structural Steel
 Other _____

PRINCIPAL TYPE OF HEATING FUEL

- Natural Gas Oil
 Propane Electricity
 Other _____

TYPE OF MECHANICAL

- Air Conditioning Yes No
Fire Suppression Yes No

DIMENSIONS:

Floor Area: 1st floor _____
 2nd floor _____
 Basement _____
 Slab Crawl Unfinished Finished
Lot Size _____ Total land area (sq.ft.) _____

Number of Stories _____
Number of Bedrooms _____
Number of Baths _____ Full _____ Half

DESCRIPTION OF WORK: (detailed construction drawings must be submitted with this application)

Required Inspections: Footings Backfill/Foundation Subsoil Rough Frame Flashing Insulation Final
Inspections must be called in a minimum of 24 hours in advance.

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SECTION 23A of the State Construction Codes Act of 1972, Act No. 230 of 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 perform work on a residential building or a residential structure. Violators of Section 23a are subjected to civil fines.

CONTRACTOR – 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 STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

Signature: _____ Date: _____

Print Name of Signature: _____

Company Name: _____

HOMEOWNERS AFFIDAVIT: Under Michigan State Law, if you choose to apply for and receive a "Homeowner Permit" it will be issued under the expectation that you are as qualified and as knowledgeable as a licensed contractor. State law prohibits a homeowner from obtaining a permit as homeowner if a licensed contractor is being hired. Licensed contractors may NOT work under a homeowner permit. Since you will be held to the same standards as a licensed contractor, you are encouraged to research and know the appropriate code(s), which you will be regulated by and to. State law prohibits a homeowner from obtaining a plumbing, mechanical or electrical permit as "homeowner" if this is not your personal primary, occupied residence and/or you do not intend it as such once said work is complete. A homeowner may only obtain a building permit on a rental property if it is for maintenance or alteration only, this does not include additions to a structure.

Violation Penalties: Any person who violates the above terms shall be subject to fines per the City of Milan Civil Infraction Ordinance. I certify that I have received a copy of this affidavit and understand the terms.

Signature (Homeowners Only)

Printed Name and Address

Date

Signature of Applicant:

Name

Address

Date

Note: Administrative fee will be charged if permit is not obtained when required. Re-inspection fee to be paid prior to inspection.

Holder of this permit is responsible for keeping the street clean and free of debris during construction.

Hours for construction work are Monday through Saturday – 7:00 a.m. to 6:00 p.m.

FOR OFFICE USE ONLY:

Application Review Date: _____ Approved by: _____

COMMENTS: _____

Zoning Compliance:

Lot Area: _____ Lot Coverage (%) Allowed _____ Zoning District _____

Front Yard Set Back _____ Back Yard Set Back _____ Side Yard Set Back _____ Side Yard Set Back _____

Total Building Sq. Ft. _____ Percentage _____ % Remaining Sq. Ft. Allowed _____

Zoning Board of Appeals: _____ Yes _____ No Board of Appeals Application No. _____

Variance Information: _____

SITE OR PLOT PLAN:

