

VILLAGE OF DUNDEE
APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

350 West Monroe Street
Dundee, Michigan 48131
Phone: 734-529-3430

Permit

Date _____

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

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.

APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V AND VI
NOTE: SEPARATE APPLICATIONS MUST BE COMPLETED
FOR PLUMBING, MECHANICAL, AND ELECTRICAL WORK PERMITS

I. PROJECT INFORMATION		PROPERTY #		
PROJECT NAME		ADDRESS		
CITY	VILLAGE	TOWNSHIP	COUNTY	ZIP CODE
BETWEEN		AND		
II. IDENTIFICATION				
A. OWNER OR LESSEE				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER	
B. ARCHITECT OR ENGINEER				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER	
LICENSE NUMBER			EXPIRATION DATE	
C. CONTRACTOR				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER	
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				
A. TYPE OF IMPROVEMENT				
1. ☐ NEW BUILDING	3. ☐ ALTERATION	5. ☐ DEMOLITION	7. ☐ FOUNDATION ONLY	9. ☐ RELOCATION
2. ☐ ADDITION	4. ☐ REPAIR	6. ☐ MOBILE HOME SET-UP	8. ☐ PREMANUFACTURE	10. ☐ SPECIAL INSPECTION
B. REVIEW(S) TO BE PERFORMED				
☐ BUILDING	☐ ELECTRICAL	☐ MECHANICAL	☐ PLUMBING	☐ FOUNDATION

IV. PROPOSED USE OF BUILDING					
A. RESIDENTIAL					
1. ☐ ONE FAMILY	3. ☐ HOTEL, MOTEL NO. OF UNITS _____	5. ☐ DETACHED GARAGE			
2. ☐ TWO OR MORE FAMILY NO. OF UNITS _____	4. ☐ ATTACHED GARAGE	6. ☐ OTHER			
B. NON-RESIDENTIAL					
7. ☐ AMUSEMENT	11. ☐ SERVICE STATION	15. ☐ SCHOOL, LIBRARY, EDUCATIONAL			
8. ☐ CHURCH, RELIGION	12. ☐ HOSPITAL, INSTITUTIONAL	16. ☐ STORE, MERCANTILE			
9. ☐ INDUSTRIAL	13. ☐ OFFICE, BANK, PROFESSIONAL	17. ☐ TANKS, TOWERS			
10. ☐ PARKING GARAGE	14. ☐ PUBLIC UTILITY	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 _____	21. FLOOR AREA:		EXISTING	ALTERATIONS	NEW
18. USE GROUP _____	BASEMENT		_____	_____	_____
19. CONST. TYPE _____	1ST & 2ND FLOOR		_____	_____	_____
20. NO. OF OCCUPANTS _____	3RD - 10TH FLOOR		_____	_____	_____
	11TH - ABOVE		_____	_____	_____
	TOTAL AREA		_____	_____	_____
G. NUMBER OF OFF STREET PARKING SPACES			H. ESTIMATED VALUE		
22. ENCLOSED _____			23. 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.					
NAME _____				TELEPHONE NO. _____	
ADDRESS _____		CITY _____		STATE _____	ZIP CODE _____
FEDERAL I.D. NUMBER/SOCIAL SECURITY NUMBER _____					
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.					
Section 23a of the state construction code act of 1972, 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 of section 23a are subjected to civil fines.					
SIGNATURE OF APPLICANT					
PLAN REVIEW FEE ENCLOSED \$ _____			BUILDING PERMIT FEE ENCLOSED \$ _____		
VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION					
ENVIRONMENTAL CONTROL APPROVALS					
	REQUIRED?	APPROVED	DATE	NUMBER	BY
A - ZONING	☐ YES ☐ NO				
B - FIRE DISTRICT	☐ YES ☐ NO				
C - POLLUTION CONTROL	☐ YES ☐ NO				
D - NOISE CONTROL	☐ YES ☐ NO				
E - SOIL EROSION	☐ YES ☐ NO				
F - FLOOD ZONE	☐ YES ☐ NO				
G - WATER SUPPLY	☐ YES ☐ NO				
H - SEPTIC SYSTEM	☐ YES ☐ NO				
I - VARIANCE GRANTED	☐ YES ☐ NO				
J - OTHER	☐ YES ☐ NO				
VII. VALIDATION - FOR DEPARTMENT USE ONLY					
USE GROUP _____		BASE FEE _____			
TYPE OF CONSTRUCTION _____		NUMBER OF INSPECTIONS _____			
SQUARE FEET _____					
APPROVAL SIGNATURE _____					
TITLE _____			DATE _____		

IX. SITE OR PLOT PLAN - FOR APPLICANT USE

A large grid of graph paper, consisting of 30 columns and 20 rows of squares, intended for use in creating a site or plot plan.