



Building Department
6000 Middlebelt Road, Garden City MI 48135
734.793.1650
24 hour inspection line 734.793.1656
building@gardencitymi.org

For Department Use Only

Date Received _____
Number of plan sets received _____
Permit Fee _____ Plan Review Fee _____
Bond Amount _____

BUILDING PERMIT APPLICATION

DATE _____ JOB ADDRESS _____

1. Owner's Information

Name _____ Address _____
City _____ MI, Zip Code _____ Phone _____
Email _____

****Must Be Filled Out in Full including email address** Property owner information must match**

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 _____

****Must Be Filled Out in Full including email address****

3. Proposed Project

☐ Single Family ☐ Duplex ☐ Multi-family ☐ Commercial ☐ Industrial

If commercial, is there a Knox Box installed? ☐ Yes ☐ No

****Please Note: NO commercial permits will be approved unless a Knox Box is present at the property****

4. Garage

☐ Attached ☐ Detached Width _____ feet X Length _____ feet
Height (ground to peak) _____ feet Wall height _____ feet

5. Repair or Alterations

Describe work: _____

6. Addition

First floor addition Width _____ feet X Length _____ feet
Second floor addition Width _____ feet X Length _____ feet
Accessory building addition Width _____ feet X Length _____ feet

7. Estimated Cost of Construction \$ _____ ****Please note: All Refunds Subject to 25% service fee****

8. 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

PERMIT IS GOOD 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 Garden City 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 residential building or a residential structure. Violators of Section 23a are subject to civil fines.

Applicant's Signature

Date

☐

Contractor*

☐

Property Owner

*If the applicant is NOT the property owner, a signed contract between the applicant and property owner must be provided.

Property Owner's Signature

Date

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** _____