



City of Bloomfield Hills
45 E. Long Lake Road
Bloomfield Hills, Michigan 48304-2322
Phone (248) 644-1520 Fax (248) 644-4813
www.bloomfieldhillsmi.net

**BUILDING PERMIT & PLAN REVIEW APPLICATION
MINOR GRADING, DEMOLITION, DECK, SIGNS, TREES, DRIVEWAY, GENERATOR**

Complete the checklist, the following is required upon submittal:

I. Applications

- Completed Building Permit & Plan Review Application
- Completed Soil Erosion & Sedimentation Control Permit Application (Minor Grading, Demolition only)
Permit Holder is required to notify city via email when the work begins to start SESC inspections

II. Building plans (select one)

- Minor Grading – (1) set of building plans including Grading Plan & Grading Checklist and PDF electronic plan set emailed to building@bloomfieldhillsmi.net
- Demolition, Deck, Signs, Trees, Driveway, Generator – (1) set of building plans and PDF electronic plan set emailed to building@bloomfieldhillsmi.net

Plan Notes:

- Landscaped Open Space, Setback Formula and Yard Definition reference graphics are attached to the permit application to provide guidance when applying these ordinance requirements. Minor Grading Plans must include the Landscape Open Space Calculation and the setback formula calculation.
- Generator Plans must show proposed screening to comply with Section 24-229 (b) (11) of the City Code.

III. Fees (cash or check made payable to City of Bloomfield Hills)

- Application fee - \$100
- Plan review deposit - \$100 (balance due upon permit issuance)
- Contractor registration - \$15 (good for the term of state license) Copy of builder's license and I.D.
- Minor Grading - \$1500 escrow
- Driveway, Deck, Tree – Escrow may be required, verify with building department staff

IV. Estimated Date of Project Completion _____



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<p align="center">BUILDING PERMIT AND PLAN REVIEW APPLICATION Minor Grading, Demolition, Deck, Signs, Trees, Driveway, Generator</p>

I. PROJECT INFORMATION						
ADDRESS and PROPERTY ZONING DISTRICT						
II. IDENTIFICATION						
A. OWNER						
NAME		ADDRESS				
CITY	STATE	ZIP CODE	CELL NUMBER			
EMAIL ADDRESS						
B. ARCHITECT OR ENGINEER						
NAME		ADDRESS				
CITY	STATE	ZIP CODE	CELL NUMBER			
EMAIL ADDRESS						
LICENSE NUMBER		EXPIRATION DATE				
C. CONTRACTOR						
NAME		ADDRESS				
CITY	STATE	ZIP CODE				
EMAIL ADDRESS						
OFFICE NUMBER	CELL NUMBER		FAX NUMBER			
FEDERAL EMPLOYER ID NUMBER		REGISTERED AGENT NAME IF DIFFERENT THAN LICENSEE				
WORKERS COMP INSURANCE CARRIER		MESC EMPLOYER NUMBER				
III. TYPE OF IMPROVEMENT						
SELECT ONE:						
<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> COMMERCIAL					
SELECT ONE:						
<input type="checkbox"/> MINOR GRADING	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> DECK	<input type="checkbox"/> SIGNS	<input type="checkbox"/> DRIVEWAY	<input type="checkbox"/> TREES	<input type="checkbox"/> GENERATOR

DESCRIBE PROPOSED WORK:

IV. APPLICANT INFORMATION

I certify the use of this property as proposed with this building permit application is compliant with the permitted zoning uses for this property and zoning district under the Bloomfield Hills City Code.

Signature of Applicant / Contractor _____ Date _____

Printed Name _____

AS THE OWNER OF RECORD, I HEREBY AUTHORIZE THE PROPOSED CONSTRUCTION NOTED ON THIS APPLICATION.

Signature of Property Owner _____ Date _____

Printed Name _____

V. HOMEOWNER AFFIDAVIT (Sign only if permit is applied for by the homeowner)

I hereby certify the work described on this permit application shall be completed by myself, in my own home, in which I am living or about to occupy. All work shall be completed and/or installed in accordance with the State Building Code and shall not be put into use 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.

Signature of Homeowner _____

Printed Name _____ Date _____