



CHARTER TOWNSHIP OF CHESTERFIELD – BUILDING DEPARTMENT  
 47275 Sugarbush, Chesterfield Township, MI 48047  
 Phone: (586) 949-0400 [Building@chesterfieldtwp.org](mailto:Building@chesterfieldtwp.org)

**APPLICATION FOR BUILDING PERMIT, ZONING COMPLIANCE PERMIT AND PLAN EXAMINATION**

**Authority:** P.A. 230 of 1972, as amended  
**Completion:** Mandatory to obtain permit  
**Penalty:** Permit will not be issued

In order to avoid delay all forms must be completely filled out and plans must contain required information.  
 NOTE: Separate applications must be filled out for electrical, mechanical and plumbing permits.

**PROJECT INFORMATION**

Job Address
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**PROJECT DESCRIPTION/TYPE OF IMPROVEMENT**

Detailed Description of Project	Estimated Cost of Construction
	\$

**ALL WORK MUST BE COMPLETED IN ACCORDANCE WITH THE STATE OF MICHIGAN BUILDING CODE AND ALL APPLICABLE TOWNSHIP ORDINANCES**

**APPLICANT INFORMATION - Any address/email/phone # changes, please check here**

Homeowner/license holder(print)		Address, City, State, Zip	
Email		Cell phone #	
Driver License Number	Date of Birth	Builder License (if applicable)	Exp date
Company Name (if applicable)		Company phone # (if applicable)	

**AFFIDAVITS**

I hereby certify the building work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Building Code and shall not be enclosed, covered, used, or put into operation until it has been inspected and approved by the Building Inspector. I will cooperate with the Building Inspector and resume responsibility to arrange for necessary inspections.
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 Charter Township of Chesterfield 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 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 residential structure. Violators of section 23a are subject to civil fines.

**SIGNATURE**

Signature of Applicant - Must be signed by Homeowner or license holder (Homeowner Signature indicates compliance with Homeowner Affidavit)	Date
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\*\*This form is for Residential only

ROOFING MATERIAL CHECKLIST

ADDRESS \_\_\_\_\_

- UNDERLAYMENTS:
- ICE & WATER
  - 3'
  - 4.5'
  - 6'
  - OTHER \_\_\_\_\_
- PAPER
  - 15# FELT PAPER
  - 30# FELT PAPER
  - SYNTHETIC PAPER
  
- EXHAUST VENTILATION:
- RIDGE                      LENGTH USED \_\_\_\_\_
- CANS                      NUMBER USED \_\_\_\_\_
- GABLE                      NUMBER AND SIZE \_\_\_\_\_
- POWER VENT              NUMBER AND SIZE \_\_\_\_\_
  
- INTAKE VENTILATION:
- 4" X 16" SOFFIT VENTS              QUANTITY \_\_\_\_\_
- 8" X 16" SOFFIT VENTS              QUANTITY \_\_\_\_\_
- PERFORATED SOFFIT PANELS              QUANTITY \_\_\_\_\_
- STARTER OR EDGE VENT              QUANTITY \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

PERMITEE \_\_\_\_\_

DATE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

2015 MICHIGAN  
RESIDENTIAL CODE  
PLAN REVIEW



JURISDICTION \_\_\_\_\_ CHESTERFIELD TOWNSHIP \_\_\_\_\_  
(City, County, Township, etc.)

BUILDING \_\_\_\_\_  
(STREET ADDRESS)

BUILDING DESCRIPTION \_\_\_\_\_ REQUIREMENTS FOR ROOF COVERINGS \_\_\_\_\_

Numerals indicated in parenthesis are applicable code sections of the 2015 International Building Code. The plan review accomplished as indicated in this record is limited to those code sections specifically identified herein. This record references commonly applicable code sections. It does not reference all code provisions which may be applicable to specific buildings. This record is designed to be used only by those who are knowledgeable and capable of exercising competent judgement in evaluating construction documents for code compliance.

1. 15lb. underlayment is required under asphalt shingles. Underlayment shall be applied shingle fashion, parallel to and starting from the eave and lapped 2", fastened sufficiently to hold in place. Distortions in the underlayment shall not interfere with the ability of the shingles to seal. An ice barrier that consists of at least two layers of underlayment cemented together or a self-adhering polymer modified bitumen sheet shall be used in lieu of normal underlayment and extend from the lowest edge of all roof surfaces to a point at least 24" inside the exterior wall line of the building. Sections R905.101, R 905.1.2
2. Fasteners for asphalt shingles shall be galvanized steel, stainless steel, aluminum or copper roofing nails, minimum 12 gage [0.105-inch (2.67mm)] shank with a minimum 3/8" (9.5mm) diameter head. ASTM F 1667, of a length to penetrate through the roofing materials and a minimum of 3/4" (19.1mm) into the roof sheathing. Section R905.2.5
3. Asphalt shingles shall have the minimum number of fasteners required by the manufacturer. For normal application, asphalt shingles shall be secured to the roof with not less than four fasteners per strip shingle of two fasteners per individual shingle. Section R905.2.6
4. Base and cap flashing shall be installed in accordance with manufacturer's installation instructions. Section R905.2.8.1
5. Valley linings shall be installed in accordance with manufacturer's installation instructions. Section R905.2.2
6. A cricket or saddle shall be installed on the ridge side of any chimney greater than 30" (762mm) wide. Cricket or saddle coverings shall be sheet metal or of the same material as the roof covering. Section R903.2.2
7. Flashing against a vertical sidewall shall be by the step flashing method. Section R905.2.8.3
8. Flashing against a vertical front wall, as well as soil stack, vent pipe and chimney flashing, shall be applied according to asphalt shingle manufacturer's printed instructions. Section R905.2.8.4
9. The total net free ventilating area shall not be less than 1 square foot to 150 square foot of the area of the space ventilated. Section R806.2
10. Where eave or cornice vents are installed, insulation shall not block the free flow of air. A minimum of a 1" (24.4mm) space shall be provided between the insulation and the roof sheathing at the location of the vent. Section R806.3
11. For roof slopes under four units vertical in 12 units horizontal underlayment shall be a minimum of two layers underlayment applied as follows (1) Starting at the eave a 19-inch strip of underlayment shall be applied parallel with the eave and fasten sufficiently in place. (2) Starting at the eave 36-inch-wide strips of underlayment felt shall be applied overlapping successive sheets 19 inches and fastened sufficiently in place. Table R905.1.1(2)1
12. Roof and ceiling construction shall be capable of supporting all loads imposed according to section R 301 and of transmitting the resulting loads to the supporting structural elements. Section R 801.2
13. New Roof coverings shall not be installed without first removing existing roof coverings where there are 2 or more applications of any type of roof coverings. Section 908.3.1.1
14. The Builder is to see that all litter and discarded building products shall be placed in authorized private receptacles in such a manner as to prevent it from being carried or deposited by the elements upon any street or upon private property. Sections 3302.2, 3306.1, and 3306.8
15. A drip edge shall be provided at eaves and rake edges of shingle roofs. Sections 905.2.8.5

I have read and agree with the above.

X \_\_\_\_\_ Date \_\_\_\_\_