



The Charter Township of Chesterfield
Building Department
47275 Sugarbush, Chesterfield Township, MI 48047
586-949-0400 — Building@chesterfieldtwp.org

RESIDENTIAL NEW CONSTRUCTION APPLICATION CHECK IN LIST

We are only accepting digital applications as of 1/1/2024 – please see our [website](#) to apply

1. [Building Permit Application](#)
2. [Macomb County Soil Erosion Permit](#) (586-469-5327)
3. [Macomb County Approach Permit](#) (586-463-8671)
4. Blue Prints – PDF
5. Energy Package
6. Builder License & Driver License
7. Septic Permit (if applicable)
8. Health Department approval (if applicable)
9. What size water meter?
10. Certified plot plans with grade elevations included - PDF
11. Heat plan (see attached amendment)
12. Parcel number _____

****Amendment****

Submit construction drawings and documentation to demonstrate energy code compliance for mechanical systems.

Heating and cooling equipment must be sized per ACCA manual S, based on loads calculated per ACCA manual J, or other methods *approved* by the Code Official.

The heating plan shall include the sizing of the furnace(s), air conditioner(s), entire supply and return duct. Also provide the number of supply and return openings with the required CFM's and show in writing what method is being used to obtain the required 25% air change required in the code – M1507.3.3.

Plans must be submitted before or at the time* of the rough mechanical inspection.