

CHARTER TOWNSHIP OF CHESTERFIELD - BUILDING DEPARTMENT

47275 Sugarbush, Chesterfield Township, MI 48047 Phone: (586) 949-0400 Fax: (586) 949-0403

APPLICATION FOR BUILDING PERMIT, ZONING COMPLIANCE

PERMIT AND PLAN EXAMINATION

Building@chesterfieldtwp.org

Authority: P.A. 230 of 1972, as amended Completion: Mandatory to obtain permit Penalty: Permit will not be issued	Permit #
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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	Lot Number	Subdivision
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PROJECT DESCRIPTION/TYPE OF IMPROVEMENT

Detailed Description of Project	Estimated Cost of Construction
Temp Tent/Sale	\$

This Section is for new construction only - DIMENSIONS AND DATA

Fees: (for office use only)

APPLICANT INFORMATION

Name(print)	Address, City, State, Zip		
Email	Phone		
Driver License Number	Date of Birth	Builder License(if applicable)	Exp date
Company Name(if applicable)			
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.			

HOMEOWNER AFFIDAVIT

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.

BOND HOLDER INFORMATION

Bond Holder(this who the bond check will be refunded to)
Address, city, state, zip

SIGNATURE

Signature of Applicant - Must be signed by Homeowner or Contractor (Homeowner Signature indicates compliance with Section VI. Homeowner Affidavit)	Date
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Sidewalk and Tent Sales

1. Sidewalk sales may utilize up to 10' x10' canopy (without sides) for their sale as long as there is no electricity or cooking.
2. A sidewalk sale permit must be obtained from the Chesterfield Township Clerks office.
3. For tents larger than 10' x10' or with sides, must first have written approval from the Chesterfield Township Board and the Chesterfield Township Fire Marshall.
4. A permit must then be obtained from the Chesterfield Township Building Department for tents over 10' x 10' as well as an electrical permit if electricity is brought to the tent. (10' x 10' or smaller does not require a permit)
5. The building Department application must have a drawing showing where the tent will be placed on the property with all dimensions from roads, sidewalks, structures, etc.
6. Costs of the building permit shall be \$400.00. (\$100.00 fee & \$300.00 bond)
7. NOTE***Cooking or serving food in or from the tent must have written approval from the Macomb County Health Department and the Chesterfield Township Fire Marshall.

Code/Zoning Enforcement Officer

The Charter Township of Chesterfield

Building Department

47275 Sugarbush, Chesterfield Township., MI 48047
586-949-0400

TEMPORARY SIGN CRITERIA

The following temporary signs are allowed with an approved temporary permit:

1. Inflatable (balloons) Limited to three days
2. A-frame or sandwich-type or standard 4' x 8' standard portable
3. Banners (usually strung from pole to pole or on the face of a building to a light station)
4. Flags, Streamers or Spinners - 15 Days only Total of 90 days per year

ALL SIGNS MUST BE OUT OF THE RIGHT-OF-WAY.

Limit size or type (based on location/frontage).

Non-illumination (flashing, scintillating, animating).

Term of permit (30 days - renewal possible, based on circumstances)
Maximum of two temporary signs per calendar year.

Information to be limited (identification, announcement, of "grand opening", new management", "new ownership", national campaign").

Review of colors to determine poor combination, too many, etc.

Permit fee \$55.00 non-refundable and \$100.00 (10% adm fee) refundable bond if sign is removed on time.
Bond will be forfeited if not removed or renewed by expiration date. A violation will be issued if sign is not removed four (4) days after expiration date.

Procedure:

1. Apply for a permit (type of sign, picture or drawing of sign, size, wording on sign, location, etc.). Electrical permits may be required.
2. After approval (approval/disapproval of 3 to 5 days) - come in an pick-up and pay for permit THEN sign may be installed.
3. The sign(s) must be REMOVED BEFORE the permit expires (note the date issued at the upper right corner of the permit).

****NOTE: ANY VIOLATION OF THE ABOVE WILL RESULT IN VOIDING THE PERMIT AND/OR COURT ACTION****

I the undersigned person or agent understand the above and will comply not only with these regulations but all sign ordinances regulated by the Charter Township of Chesterfield.

DATE: _____

SIGNATURE: _____

Please sign and return after reading this document.