



Bloomfield Township Building Division
P.O. Box 489 4200 Telegraph Road
Bloomfield Hills, MI 48303-0489
Phone (248) 433-7715 ■ Fax: 433-7729
Inspection Line (248) 594-2818
Website: <http://www.bloomfieldtp.org>

RESIDENTIAL NEW DECK CONSTRUCTION PLAN REVIEW CHECKLIST

This list is provided as a guide to help you understand the information that must be contained on the construction drawings. This list is not all-inclusive of all building codes but is used as a general guide for plan review. Please address the following items marked with an "X" in the box and submit needed revisions.

General

- All construction documents shall be submitted in triplicate
- All drawings shall be completely dimensioned
- Drawn to scale not less than 1/8" = 1'0"
- Drawings must be clear and legible
- Drawing shall be prepared on sheet paper size no larger than 24" x 36".
- Complete scope of work must be clearly identified for all phases of construction and identifying compliance with the **2009 Michigan Residential Code**.
- Architect or Engineer Certification is required for buildings 3500 square feet or larger.
- Structural Certification may be required depending on the project complexity.

Foundation Plan

- Foundation type
- Typical fill.

Framing

- Construction method.
- Post type, size, height, spacing.
- Beam type, size, span, spacing.
- Typical fastening.
- Floor joists type, size, span, spacing.
- Bond board type, size, span, typical fastening.
- Decking type, size, span, spacing.
- Diagonal bracing as required.
- Distance between decking and railing.
- Flashing detail as required
- Identify on plans, the correct fasteners and hangers for pressure treated lumber



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Handrail

- Height, size, spacing
- Post type, size, height, spacing.
- Rail type, size, spacing.
- Spindle/Newel post type, size, spacing.
- Handrail type, size, spacing.
- Hand grip type, size, spacing.
- Stairway illumination **R311.5.7**

Stair Details

- Stringer
- Tread.
- Riser.
- Handrail detail.
- Baluster and guardrail detail.
- Stairway locations with direction arrow and number of risers.

Elevations

- Front, sides and rear.

Ordinance

- Provide subdivision association comments on site plan and elevation of plans presented to Bloomfield Township for plan review, with all dates corresponding to current set.
- Insufficient lot frontage requires possible approval from the Zoning Board of Appeals.
- Insufficient lot square footage requires possible approval from the Zoning Board of Appeals.
- Dimensions of property lines are inaccurate, provide revisions.
- Proposed exceeds the maximum 30 percent lot coverage, requires Zoning Board of Appeals approval.
- Provide site plan and construction/foundation plan that agree.
- Proposed floor plan has not met the intent of the ordinance.
- Provide existing elevations for proposed addition.
- Proposed does not meet minimum floor area per unit required by ordinance.
- Provide dimension from lot to proposed building.



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Ordinance (continued)

- Provide average lakefront setbacks.
- Provide average front yard setbacks for the proposed block along proposed street side only.
- Architectural projections(s) exceed maximum projection into required yard.
- A common roofline is required.
- Height of proposed exceeds the 30 foot allowed by ordinance.

The following requires possible approval from the Zoning Board of Appeals:

- Encroachment(s): Required yard, lakefront, natural feature
 - Retaining walls – **See Bloomfield Township Ordinance NO 5.10.**
 - Provide top and bottom wall elevations with cross section detail of the proposed wall construction identifying material type and dimensions drawn to scale.
 - Accessory use.
 - Accessory structure
 - Second dwelling.
 - Open, unenclosed paved terrace may project into a front yard for a distance not exceeding 10 feet.
 - Other _____
- Natural feature issues. A tree survey is required to be included on the site plan as required by: **Bloomfield Township Ordinance NO. 642-5.14**
- Future compliance issues.
- Other _____

Please note revisions to construction documents shall be clouded, dated and resubmitted in full sets.
Plan review notes: A separate permit is required for all ground-mounted mechanicals:

Application # _____



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Permit # _____

Application Date _____

Issue Date _____

APPLICATION FOR RESIDENTIAL BUILDING PERMIT

To the Township Building Official: The undersigned hereby applies for a permit to build, construct, remodel, and occupy, or to install according to the following statement and further agrees to maintain the property, while under construction, in accordance with all the Codes of the Charter Township of Bloomfield.

Property Owner: _____ Phone: _____ Fax: _____

E-mail: _____ Address: _____ City: _____

State: _____ Zip: _____

Builder: _____ Contact: _____ Phone: _____

Fax: _____ Address: _____ City: _____

State: _____ Zip: _____ Email: _____

Architect: _____ Phone: _____

E-mail: _____ Fax: _____

Lot No.: _____ Subdivision: _____

Building Site Address: _____ Sidwell # (19) _____

Area Zoned: _____ Type of construction: _____

ZBA variance required? Yes No Date variance granted _____

Subdivision Association Comments? Yes No Estimated construction cost _____

Check one: New building Addition Remodeling Demolition Other

Construction Description: _____

Residential – Attach three (3) sets of building plans, including site plans, DRAWN TO SCALE.

*Plan Review for Site & Landscaping to be completed by administration.

Soil erosion control installed? Yes No Crushed concrete driveway installed? Yes No

Property identified by address at site? Yes No



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APPLICATION FOR RESIDENTIAL BUILDING PERMIT - 2

STATE OF MICHIGAN REQUIRED INFORMATION

Builder's License # _____ Expiration Date: _____

Federal employer I.D. # or reason for exemption: _____

Worker's Comp. Insurance carrier or reason for exemption: _____

MESC Employer # or reason for exemption: _____

Property identified by address at site? Yes No

Does property contain: Wetlands, floodplain or natural feature? Yes No

Does structure to be removed contain? Hazardous material etc? Yes No

Note: Section 23a of the Michigan Construction Code Act of 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 able to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

Signature of Applicant _____ Date: _____

Registration Fees: _____ Plan Review Fee: _____

Square Footage including garage: _____ Permit Fee: _____

Issued/Approved by: _____ Date: _____



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SCHEDULE OF BUILDING PERMIT FEES

New Residence – Addition & Alteration	\$.70 sq. ft.
Final grade inspection	50.00
Temporary certificate of occupancy	25.00
Full certificate of occupancy	25.00
Accessory Structures (including fences)	
Swimming pools	\$.40 sq. ft.
Decks up to 300 sq. ft.	80.00
Decks over 300 sq. ft.	.40 sq. ft.
Minimum permit fee	120.00
New Commercial & Additions – Interior Renovations	\$.69 sq. ft.
Shell only	.42 sq. ft.
Interior “build-out”	.27 sq. ft.
Signs – wall or ground	80.00
Foundation only	200.00
Demolition	200.00
Change of occupancy	500.00
Partial inspection request	50.00
Re-inspection fee	50.00

Effective January 1, 2006