



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>

## REGULATIONS FOR TENTS/CANOPIES

Building permits are not required for the installation of tents and/or canopies on residential property. However, a Special Event Permit is required and is available through the Planning Division.

Building permits and Special Event permits are required for the installation of tents and/or canopies that are larger than 120 sq. ft. in area and located on commercial property or when used for a commercial use on residential property.

### APPLICATION PROCESS

Please submit the following items for review:

1. A completed Commercial Building Permit Application
2. \$30.00 Plan Review Fee
3. Five copies of a site plan indicating:
  - The placement and distance to the lot lines of each tent or canopy. Note: tents and canopies should be located a minimum of 16' away from the property lines.
  - The distance separating each tent or canopy from any structure.
  - The distance from each structure to any open-flame cooking apparatus. Note: Fire Code requires that any open flame cooking apparatus be a minimum of 20' away from any structure.
4. Flame retardant treatment documentation for each tent and/or canopy.
5. Manufacture specifications for recommended anchoring method.
6. Wind load design calculations
7. Means of egress information:
  - Occupant load
  - Number and sizes of doors
  - Width of exterior stairs (if applicable)
  - Furniture placement and/or seating layout
  - Emergency lighting/exit signage

### DEFINITIONS

Canopy – A structure, enclosure or shelter constructed of fabric or pliable materials supported by any manner, except by air or the contents it protects, and is open without sidewalls or drops on 75% or more of the perimeter.

Tent – A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except air of the contents that it protects with sidewalls or drops on 75% or more of the perimeter.

Application # \_\_\_\_\_



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Permit # \_\_\_\_\_

Application Date \_\_\_\_\_

Issue Date \_\_\_\_\_

### APPLICATION FOR COMMERCIAL BUILDING PERMIT

***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 Township Ordinances.***

Please print or type

Building site address: \_\_\_\_\_ Zoned: \_\_\_\_\_

Sidwell # (19) \_\_\_\_\_ Lot/Subdivision: \_\_\_\_\_

Owner \_\_\_\_\_ Phone (     ) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Zip: \_\_\_\_\_

Tenant: \_\_\_\_\_ Phone (     ) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Architect: \_\_\_\_\_ Phone (     ) \_\_\_\_\_

Email: \_\_\_\_\_ (Architect must sign Architect Certification form)

Contractor: \_\_\_\_\_ Contact: \_\_\_\_\_

Phone (     ) \_\_\_\_\_ Fax (     ) \_\_\_\_\_

E-mail: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Description of Work \_\_\_\_\_

Type of Construction: \_\_\_\_\_ Estimated cost: \_\_\_\_\_

New Building  Addition  Alteration (Interior)  Alteration (Exterior)  Demolition  Other \_\_\_\_\_

Change of Use:  **Yes**  **No**  
(May require parking calculations)

Change of Tenancy:  **Yes**  **No**

Proposed Use: \_\_\_\_\_ Previous Use: \_\_\_\_\_



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## APPLICATION FOR COMMERCIAL BUILDING PERMIT - 2

**Type of Building:**

- Church, Religious     Restaurant     Office/Bank/Professional     Industrial  
 Service Station     Tanks, Towers     School/Educational/Library     Store, Mercantile  
 Other \_\_\_\_\_

**Indicate the items to be reviewed:**

- Building     Electrical     Fire Alarm/Suppression     Mechanical  
 Plumbing     Water & Sewer     Foundation

Zoning Board of Appeals?    Yes  No     Date granted \_\_\_\_\_

Design Review Board?    Yes  No     Date granted \_\_\_\_\_

Planning Commission?    Yes  No     Date granted \_\_\_\_\_

Soil Erosion Installed?    Yes  No     Permit # \_\_\_\_\_

Oakland County ROW Permit?    Yes  No     Permit # \_\_\_\_\_

Property identified by address at site? Yes  No

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

Does the structure to be removed contain hazardous material, etc? Yes  No

“Section 23a of the State 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 to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.”

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Application Fee \$ \_\_\_\_\_ Registration fee: \$ \_\_\_\_\_ Square footage: \_\_\_\_\_

Plan Review fee: \$ \_\_\_\_\_ Building Permit fee: \$ \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



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## SCHEDULE OF PLAN REVIEW FEES

<b>New Residence &amp; Addition/Alterations</b>	\$ .09 sq. ft.
Application fee	250.00+
Plus consultant review fee pursuant to the Codes of the Charter Township of Bloomfield, Chapter 2, Article V. Division 2, Sec. 2-111. (if applicable)	
Site/Certificate grade review	50.00
Revision fee (at 3 <sup>rd</sup> review request)	100.00
Revision fee after plans have been approved	50.00
<b>New Commercial &amp; Addition/Interior Alterations</b>	\$ .10 sq. ft.
Application fee	500.00+
Plus consultant review fee pursuant to the Codes of the Charter Township of Bloomfield, Chapter 2, Article V. Division 2, Sec. 2-111 (if applicable)	
Plus Electrical plan	25.00+
Plus Mechanical plan	25.00+
Plus Plumbing plan	25.00+
Plus Fire Department plan (Fire Marshal)	50.00+
<b>Accessory Structures</b>	
Decks, fences, pools, signs and others	\$ 30.00
<b>Special Engineering Review Deposit (if applicable)</b>	\$300.00 Minimum
<b>Registration</b>	
Builders License (annual)	\$ 15.00
Administration fee (annual)	10.00

Effective January 1, 2006



**Bloomfield Township**  
**Building Department**  
**Schedule of Plan Review Fees**

4200 Telegraph Road P.O. Box 489 Bloomfield Hills, Mi 48303-0489

(248) 433-7715

<b>Plan Review</b>	<b>Effective date: January 1, 2006</b>
<b>New Residence &amp; Addition / Alterations</b>	<b>\$ .09 sq. ft.</b>
Application fee	\$250.00+
Plus consultant review fee pursuant to Codes of Ordinance Section 2-111 to 117 (if applicable)	
Site/Certificate grade review	50.00
Revision fee (at 3 <sup>rd</sup> review request)	100.00
Revision fee after plans have been approved	50.00
<b>New Commercial &amp; Addition / Interior Alterations</b>	<b>\$ .10 sq. ft.</b>
Application fee	\$500.00+
Plus consultant review fee pursuant to Codes of Ordinance Section 2-111 to 117 (if applicable)	
Plus Electrical plan	25.00+
Plus Mechanical plan	25.00+
Plus Plumbing plan	25.00+
Plus Fire Department plan (Fire Marshal)	50.00+
<b>Accessory Structures</b>	
Decks, fences, pools, signs, and others	\$ 30.00
Special Engineering Review Deposit (if applicable)	\$300.00 Min.
<b><u>Registration</u></b>	
<b>Builders license (annual)</b>	<b>\$ 15.00</b>
<b>Administration fee (annual)</b>	<b>\$ 10.00</b>

Revised on May 24, 2006



**Bloomfield Township**  
**Building Department**  
**Schedule of Building Permit Fees**

4200 Telegraph Road P.O. Box 489 Bloomfield Hills, Mi 48303-0489

(248) 433-7715

**Building Permits** **Effective date: January 1, 2006**

<b>New Residence / Addition &amp; Alteration</b>	\$ .70 sq. ft.
Final grade inspection	\$ 50.00
Temporary certificate of occupancy	\$ 25.00
Full certificate of occupancy	\$ 25.00
Demolition	\$200.00
<b>Accessory Structures (including fences)</b>	
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
<b>New Commercial &amp; Additions / Interior Renovations</b>	
Shell only	.42 sq. ft
Interior "build-out"	.27 sq. ft
Signs – wall or ground	\$ 80.00
Foundation only	\$200.00
Change of occupancy	\$500.00
Partial inspection request	\$ 50.00
Re-inspection fee	\$ 50.00

Revised on May 15, 2007



**Bloomfield Township**  
**Building Department**  
**Schedule of Plumbing Permit Fees**

4200 Telegraph Road P.O. Box 489 Bloomfield Hills, Mi 48303-0489

(248) 433-7715

**Plumbing Permits** **Effective date: January 1, 2006**

<b>Application fee</b>	<b>\$ 20.00 +</b>
<b>New construction including two baths</b>	<b>\$150.00</b>
Each additional bath	\$ 50.00
Sewer tap, water service, storm sewer	\$150.00
<b>Commercial fees – assessed at plan review</b>	<b>\$125.00 min.</b>
Cross connections	\$100.00
Water service (2 inspections)	\$120.00
Sewer tap/service (2 inspections)	\$120.00
Clean outs (2 inspections)	\$120.00
Single item inspection	\$ 50.00
Additions, alterations (*up to 2 bathrooms)	\$100.00
Additions, alterations (rough, final, & shower pan)	\$150.00
*Each additional bath	\$ 50.00
Lawn sprinkler/back flow preventor	\$ 30.00
Water heater replacement	\$ 30.00
Swimming pool/spas (2 inspections)	\$100.00
Re-inspection fee	\$ 50.00

**Registration**

<b>Master plumber registration (annual)</b>	<b>\$ 1.00</b>
<b>Administration fee (annual)</b>	<b>\$ 24.00</b>
<b>*Water &amp; sewer contractors license fee (annual)</b>	<b>\$ 15.00</b>
<b>Administration fee (annual)</b>	<b>\$ 10.00</b>

\*A \$10,000.00 surety bond is required (form completed by insurance company) and present proof of experience of sewer installations from other municipalities.

Revised on May 24, 2006



## **Bloomfield Township**

### **Building Department Schedule of Mechanical Permit Fees**

4200 Telegraph Road P.O. Box 489 Bloomfield Hills, Mi 48303-0489

(248) 433-7715

#### **Mechanical Permits** **Effective date: January 1, 2006**

<b>Application fee</b>	<b>\$ 20.00 +</b>
<b>New construction</b> *(1 furnace, 1 a/c with duct work)	<b>\$170.00</b>
Each additional furnace	\$ 80.00
*Each additional a/c	\$ 50.00
<b>Addition/Alteration/Replacement:</b>	
Single item inspection	\$ 50.00
*Installation of furnace and/or a/c	\$ 50.00 ea.
Duct alterations (2 inspections)	\$ 80.00
*A/C unit added to existing furnace	\$ 50.00
Prefab fireplace	\$100.00
Gas-line (provide pressure test)	\$ 80.00
Re-inspection fee	\$ 50.00
<b>Commercial fees – assessed at plan review</b> <span style="float: right;"><b>\$100.00 min.</b></span>	
Processed piping	\$120.00
Air handlers / Unit heaters	\$ 50.00 ea.
Boiler installation (must provide boilers license)	\$ 50.00
Self-contained HVAC unit	\$ 50.00
Fire suppression	\$100.00
Kitchen hood suppression	\$100.00
<b>Registration</b>	
<b>Mechanical registration (life of license)</b>	<b>\$ 5.00</b>
<b>Administration fee (life of license)</b>	<b>\$ 20.00</b>
* <b>A/C installation:</b> For equipment locations other than rear yard, you must provide a detailed site plan indicating equipment location, setback dimensions, and subdivision approval and screening requirements. Please note that all equipment must be screened from view per Bloomfield Township Codes of Ordinance Section 42-559. Final inspection will not be approved until screening is installed.	
Revised on May 24, 2006	

