



Bloomfield Township Building Division
P.O. Box 489 4200 Telegraph Road
Bloomfield Hills, MI 48303-0489
Phone (248) 433-7715 ■ Fax: 433-7729
Inspection Request: www.bsaonline.com
Website: <http://www.bloomfieldtwp.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 **2015 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, size of footing and depth of footings.
- 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 **R303.7**

Stair Details

- Stringer
- Tread.
- Riser. R311.7.4.1
- 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)

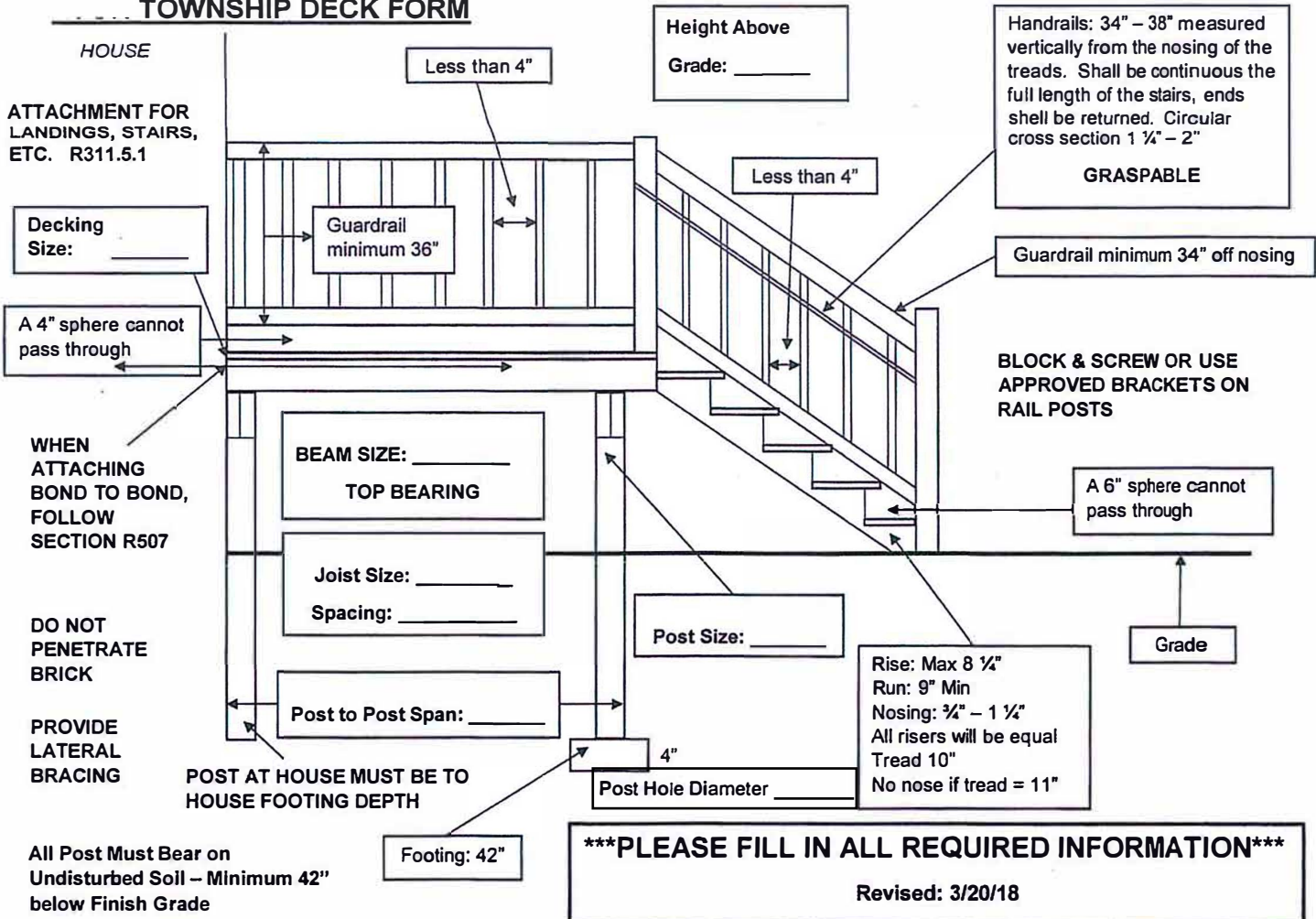
- Provide average lakefront setbacks.
- Provide average front yard setbacks for the proposed block along proposed street side only.
- Architectural projections(s) exceed maximum projection into required yard.
- A common roofline is required.
- Height of proposed exceeds the 30 foot allowed by ordinance.

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:

TOWNSHIP DECK FORM



*****PLEASE FILL IN ALL REQUIRED INFORMATION*****
 Revised: 3/20/18

Beam/Post Connection Method and Hardware to be Used: _____

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: _____

If this is for a play structure, contact the Ordinance Division at (248) 594-2845 for a list of permit and screening requirements.

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

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 (Provide copies of licenses)

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 features? Yes No

Does this project contain hazardous material, etc? Yes No

A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED.

"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: _____

Property Owner:

*During the course of this project a variety of inspections will take place on each of the associated permits, including **final** inspections upon completion. Occasionally, contractors/homeowners overlook the scheduling of final **building, electrical, mechanical, and plumbing** inspections when work is completed. The permits then remain open and ultimately **expire**, which may cause unnecessary difficulties for the permit holder/homeowner. The Building Division would like to help you bring your project to a successful completion. To ensure the scheduling of necessary inspections, please work closely with your contractor.*

Signature of Owner _____ Date: _____

Office Use Only

Registration Fees: _____ Application Fee: _____

Plan Review Fee: _____ Permit Fee: _____ Square Ft including garage: _____

Issued/Approved by: _____ Date: _____



Bloomfield Township

Building Department Schedule of Building Permit Fees

4200 Telegraph Road P.O. Box 489 Bloomfield Township, MI 48303-0489

(248) 433-7715

Building Permit

Effective date: July 1, 2021

Residential:

New, Addition, Alterations	\$0.90 sq. ft.
Demolition	\$300.00
Soil Fill, Removal (includes \$140 Engineering fee)	\$245.00
Paving, Driveway	\$120.00
Temporary or Full certificate of occupancy	\$25.00

Commercial:

New, Addition, Alterations	\$0.75 sq. ft.
Shell only	\$0.45 sq. ft.
Interior "build-out"	\$0.30 sq. ft.
Demolition	\$500.00
Soil Fill, Removal (includes \$210 Engineering fee)	\$780.00
Certificate of Occupancy (includes \$50 Fire fee)	\$100.00
Change of Occupancy (includes \$150 Fire fee)	\$500.00

Sign – wall or ground each	\$100.00
Foundation only	\$200.00
Accessory Building, Swimming pools, decks	\$0.40 sq. ft.
Minimum permit fee	\$120.00

Partial inspection	\$50.00
Re-inspection fee	\$75.00

Builders Registration & Administration fee (annual)	\$30.00
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Plus consultant review fee pursuant to Code of Ordinances Section 2-111 to 117 (if applicable)



Bloomfield Township
Building Department
Schedule of Plan Review Fees

4200 Telegraph Road P.O. Box 489 Bloomfield Township, MI 48303-0489

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Effective date: July 1, 2021

Application fee: (due with application)

Residential New, Addition, Alteration, Demolition	\$250.00
Accessory Building	\$250.00
Commercial New, Addition, Alteration, Demolition	\$500.00
Online application fee	\$2.00

Plan Review:

Residence New, Addition, Alterations	\$0.15 sq. ft.
Commercial New, Addition, Alterations	\$0.15 sq. ft.
Plus Electrical, Mechanical or Plumbing plan review each	\$50.00
Plus Fire Department plan review (Fire Marshal)	\$85.00

See Fire Alarm/Fire Suppression application for additional fees

Plus consultant review fee pursuant to Code of Ordinances Section 2-111 to 117 (if applicable)

Site/Certificate grade review	\$200.00
Decks, fences, pools, signs, and others minor projects (due with application)	\$30.00
Revision fee after plans have been approved	\$75.00
Revision fee (at 3 rd review request)	\$100.00
Special Engineering Review Deposit (if applicable)	\$300.00 Minimum

Builders Registration and Administration fee (annual)	\$30.00
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Other Township Department Review Fees – The applicant shall be responsible for additional review fees from other Township Departments/Divisions, including but not limited to Engineering and Environmental Services, Fire, Public Services or Ordinance, if applicable.