



City of Allen Park
BUILDING DEPARTMENT
15915 SOUTHFIELD ROAD
ALLEN PARK, MICHIGAN 48101-2599
PHONE: 313-928-4441 FAX: 313-928-1764
www.cityofallenpark.org

Building Permit Application

All sections of application MUST be completed before review and approval

Date: _____

Project Information

Project Name: _____ Address: _____

Owner or Lessee

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

E-Mail Address: _____

Architect/Engineer

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

License Number: _____ Expiration Date: ____ / ____ / ____

☐ Contractor ☐ Homeowner ☐ Business Owner

Contractor

"A Contractor is required when the application is submitted (NO TBD'S)"

Business Name: _____

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

E-Mail Address: _____ Cell Phone: _____

Builders License Number: _____

Federal Employer ID # or Reason for Exemption: _____

Workers Comp. Ins. Carrier or Reason for Exemption: _____

MESC Employer Number or Reason for Exemption: _____

Type of Improvement

☐ New Building ☐ Alteration ☐ Demolition ☐ Foundation ☐ Replacement
☐ Addition ☐ Remodel ☐ Repair ☐ Manufactured ☐ Special Inspection

Plan Review Required: Plans must be submitted with an application for Plan Examination and the appropriate fee paid before a permit can be issued, except as below:

- Plans are not required for alterations and repair work determined by the Building Official to be of a minor nature.
- Plans and specifications are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Residential

- ☐ Single Family ☐ Attached Garage ☐ Detached Garage ☐ Porch ☐ Deck
☐ Two Family ☐ Apartments ☐ Condos ☐ Pool ☐ Other

Describe type of work being done: _____

Non-Residential

- ☐ Amusement ☐ Church ☐ Industrial ☐ Parking Garage ☐ Tower ☐ Service Station
☐ Hospital ☐ School ☐ Restaurant ☐ Retail ☐ Public ☐ Warehouse
☐ Utility ☐ General Office ☐ Other

Non-residential – Describe in detail type of work being done. If the use of an existing building is being changed enter proposed use: _____

Applicant Information – Applicant is responsible for payment of all fees and charges applicable to this application and must provide the following information.

Name: _____ Phone: _____

Address: _____ City: _____

State: _____ Zip: _____ Federal ID Number: _____

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 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 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.

A permit will be cancelled when no inspections are requested and conducted within six months of the date of issuance or the date of a previous inspection. Cancelled permits cannot be refunded or reinstated.

Signature of Applicant: _____ **Cement Cost: \$** _____

Const. Cost: \$ _____

Minimum \$100 Permit Fee. Includes \$50 base fee and two inspections. An additional fee will be required for more than 2 inspections.

----- **Office Use Only** -----

Variance Granted: _____ **Plan Review Fee: \$** _____

Comments: _____

Approval Signature: _____ **Date:** _____

The City of Allen Park will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this agency.

Please enclose a SASE if you would like your permit returned to you