



City of Richmond

Michigan

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36725 Division Road
P.O. Box 457
Richmond MI 48062

(586) 727-7571 ext. 202
(586) 727-2489 – fax

BUILDING APPLICATION Single Family Residential

- New Construction – Residential
- Addition - Residential
- Alteration - Residential
- Detached Garage – Over 200 sq. ft.
- Deck
- Pool
- Demolition
- Other _____

Property Address: _____

Parcel Number: _____

Oct. 2015

**APPLICATION FOR DECK
CITY OF RICHMOND**

INSTRUCTIONS: Print or type requested information. Incomplete applications may delay processing of your request. Two (2) copies of the site plan and drawings are required with this application.

APPLICATION MAY REQUIRE 7 TO 10 DAYS FOR REVIEW. You will be contacted when the permit is ready to be paid for and picked up.

This application and checklist is for single family residential properties only. Two-family, multiple family, commercial and industrial requests must be reviewed and approved by the Planning Commission.

NO BUILDING MAY TAKE PLACE UNTIL THE PERMIT HAS BEEN PAID FOR AND POSTED ON THE JOB SITE.

Plumbing, electrical and mechanical permits must be pulled separately and prior to the start of any work. These permits may not be pulled prior to the issuance of the building permit.

Work being done in the street right-of-way for driveway approaches and sidewalks require a permit from the Department of Public Works. The paperwork is available at City Hall for no fee.

All inspectors are part-time. Please check the schedule given to you showing the days and times the inspectors are available for inspection.

	APPLICATION INFORMATION
Applicant's Name	
Applicant's Address	
Applicant's Telephone (day)	
Contractor/Builder name	
Contractor/Building address	
Contractor/Builder Telephone	
Contractor/Builder FAX number	
Builder's License Number	
Project architect/engineer	
Address of architect/engineer	
Telephone of architect/engineer	

	PROPERTY/PROJECT INFORMATION
Address of subject property	

PROPERTY/PROJECT INFORMATION	
Parcel identification number	
Construction start date	
Cost of Improvement	
Current zoning	
Current use	
Proposed use	
Name and address of owner of subject property (if different than applicant). <i>If there are multiple owners, list names and address of each and indicate ownership interest. Attach additional sheets if necessary.</i>	

APPLICANT CERTIFICATION	
<p>By signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City to enter the property associated with this application for purposes of conducting necessary site inspections.</p> <p>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 subjected to civil fines.</p>	
By: _____ (Signature of Owner/Applicant)	By: _____ (Signature of Contractor/Builder)
Name: _____ (Type/print)	Name: _____ (Type/print)
Date: _____	Date: _____

CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
Date application received:	
Staff review date:	Building Official review date:
Staff reviewer name:	Building Official name:
Date plans approved for zoning:	Date plans approved by Bldg Official:
Special Conditions:	Special Conditions:

Section 7.08 Decks.

Decks constructed, altered or maintained accessory to a residential dwelling shall be subject to the following:

1. The deck shall be set back a minimum of 15 feet from the rear lot line, and shall not occupy any yard except the rear yard and any non-required side yard.
2. The deck shall not be elevated above the elevation of the first floor of the residence.
3. Not more than twenty-five percent (25%) of any deck shall be covered with structures, such as a gazebo or a permanent screened porch. Such structures shall not be used as living quarters, but seasonal awnings and screening shall be permitted.
4. Decks shall conform to the lot coverage limitations .specified in Article 5 (Dimensional Standards).
5. Decks shall be constructed in accordance with requirements of the State Construction Code enforced by the City of Richmond.