



CITY OF GROSSE POINTE WOODS  
 20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
 Phone: 313.343.2426 – E-mail: [building@gpwmi.us](mailto:building@gpwmi.us)

BUILDING PERMIT APPLICATION  
 ZONING COMPLIANCE AND PLAN REVIEW

**COMMERCIAL AND RESIDENTIAL**

Property Owner Name: \_\_\_\_\_ Date: \_\_\_\_\_

GP Woods Address: \_\_\_\_\_

E-mail: \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Contractor/Business Name: \_\_\_\_\_

Contact Telephone # \_\_\_\_\_ E-mail address: \_\_\_\_\_

Contractor/Applicant Address: \_\_\_\_\_

MI Builder's License #: \_\_\_\_\_ MI Driver's License #: \_\_\_\_\_

**SPECIFY NATURE OF PROPOSED WORK:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Value of Construction \$** \_\_\_\_\_

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

**HOMEOWNER AFFIDAVIT** (IF pulling permit as a Homeowner)

I hereby certify the building work described on this permit application shall **be installed by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Building Code and **shall not be enclosed, covered up or put into operation** until it has been **inspected and approved** by the Building Inspector. I will cooperate with the Building Inspector and assume the responsibility to arrange for necessary inspections.

\* Homeowner Initials: \_\_\_\_\_

**BUILDING OWNER AFFIDAVIT (Commercial ONLY)**

\* **Building** Owner Name: \_\_\_\_\_

\* Home Address: (Street/Number/City/Zip Code) \_\_\_\_\_

\* Phone Number: \_\_\_\_\_ \* **Building** Owner Signature: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

I hereby certify that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

<b>FOR OFFICE USE ONLY</b>	
Approved: _____	Denied: _____
Zoning Board of Approval Required # _____	
Inspector: _____	Date: _____

### BUILDING DEPARTMENT FEE SCHEDULE

NOTE: This is not an all-inclusive list of what permits are required for.  
Please call the Building Department if you have any questions – 313.343.2426

Registration of State Contractors License	\$25.00
<b>Building Permits</b>	
Application fee	\$75.00
Permit 1 <sup>st</sup> Extension	\$25.00
Permit any additional Extension	\$50.00
Permit fee with construction value less than \$400,000	\$75.00 + \$14.00 per \$1,000 of Construction Value
Permit fee with construction value over \$400,000	\$75.00 + \$10.00 per \$1,000 of value over \$400,000.
Materials on Street (Permit req'd day or night at Bldg Dept)	\$25 per night
<u>Plan Review</u> Fee (Residential)	Min. of \$130 +.0020 x Valuation of Construction.
<u>Plan Review</u> Fee (Commercial)	Min. of \$200 +.0020 x Valuation of Construction.
<u>Plan Review</u> (Commercial – 3 <sup>rd</sup> or more)	\$100.00
Minimum Plan Review	\$130.00
*If the designer/architect is not the same from the 1 <sup>st</sup> plan review, a new application AND new plan review fee will be required.	
If plans are sent to outside service	Cost of review + 5%
<b><u>Engineering Review by AEW:</u></b>	
Engineering Review by AEW - Admin. Fee	0.3% (First two reviews - Value of Construction) +100.00 each admin. Review
Engineering Review by AEW - Minimum <b>Admin.</b> Fee	100.00 Minimum additional Fee
Engineering Review by AEW - <b>Escrows</b>	10% of Construct Storm Sewer, Sanitary Sewer and Water Main
Engineering Review by AEW - <b>Plan Review</b> Fee	1.7% (First two reviews - Value of Construction) + 500.00 each additional review
Engineering Review by AEW - Minimum <b>Plan Review</b> Fee	500.00 Minimum Review Fee
Building Re-Inspection Fee	\$75.00

Soil Erosion Permit Fee	\$309.00
Sheds/Accessory Structures (Zoning Compliance permits < 200 sq ft) per state code	\$82.00
Demolition – One and two Family Residential	\$515.00
Residential Garage/Accessory Building	\$ 77.00
Commercial Buildings	\$1030.00
House Moving from within City of Grosse Pointe Woods	\$1,545.00
House Moving from outside City of Grosse Pointe Woods	\$3,090.00
House Moving thru the City of Grosse Pointe Woods	\$1,030.00
Work started without a permit	Double Permit Fee
Overtime Inspections (Emergency Inspection)	\$100.00
Grading & Landscape Cash Bond New commercial and residential structures only	\$5,000 Refunded upon approval of final grade and landscape completion

**DIRT ON THE STREET PERMITS:** If stones, dirt, equipment, etc., are to be left on the street for any length of time, Builder must contact BUILDING DEPARTMENT for permit – 313-343-2426.

**PERMIT CANCELLATION POLICY** – A 15% Administrative Fee will be assessed.