Milford Charter Township
1100 Atlantic St.
Milford MI 48381
(248) 684-1296
permits@milfordtwpmi.gov

NON-STRUCTURAL PERMIT APPLICATION

ROOFING | SIDING | WINDOW | DOOR REPLACEMENTS

MUST INCLUDE A COPY OF BUILDING PLAN AND PLOT PLAN
A $50 NON-REFUNDABLE APPLICATION FEE IS REQUIRED WITH SUBMITTAL.

SITE

SITE ADDRESS _____

PARCEL # _____

SUBDIVISION _____

OWNER NAME _____

ADDRESS CITY, _____

STATE, ZIP _____

EMAIL _____

PHONE _____

CONTRACTOR INFORMATION

Contractor MUST include a copy of Builder's License, Driver's License, Insurance, and Contract

CONTRACTOR NAME _____

PHONE _____

EMAIL _____

COMPANY ADDRESS _____

FEDERAL ID _____

MESC # WORKERS _____

COMP BUILDERS _____

LICENSE # _____ EXPIRATION DATE _____

PROJECT INFORMATION

☐ RE-ROOF
OF SQUARES:

☐ SIDING

☐ # OF WINDOWS: _____

☐ DOOR(S)
OF DOORS: _____

☐ OTHER
PLEASE SPECIFY: _____

PROJECT DESCRIPTION: _____

_____

_____

ESTIMATED COST OF PROJECT: _____

APPLICANT INFORMATION

CONTRACTOR AFFIDAVIT (Sign only if a licensed contractor)

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.

Signature of Applicant/ Contractor: _____ Date: _____

Print Name: _____

HOMEOWNER AFFIDAVIT (Sign only if permit is applied for by the homeowner)

I hereby certify the work described on this permit application shall be completed by myself, in my own home, in which I am living or about to occupy. All work shall be completed and/or installed in accordance with the State Building Code and shall not be put into use 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.

Signature of Homeowner: _____

Print Name: _____ Date: _____

OFFICE USE ONLY:

Approval Signature: _____

Date: _____

Expiration of Permit

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 six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. A Permit will be canceled when no inspections are requested conducted within six months of the date of issuance or the date of a previous inspections. Canceled permits can not be refunded or reinstated.

Milford Charter Township
1100 Atlantic St.
Milford MI 48381
(248) 684-1296
permits@milfordtwpmi.gov

HOMEOWNER PERMIT POLICY

The Michigan Licensing Law gives the homeowner an exemption to act as the general contractor if the homeowner is building his own residence for his own use. This means that in the case of his or her own single-family residence, the homeowner may obtain a building permit for construction at his or her home, even though a licensed or unlicensed builder may be significantly involved.

If you the homeowner choose to act as your own general contractor and obtain the required building permit, then **please be aware of the following**:

AS THE PERMIT HOLDER, YOU, THE HOMEOWNER, INCUR ALL OF THE LIABILITY AND ALL OF THE RESPONSIBILITY THAT THE LICENSED CONTRACTOR WOULD NORMALLY ASSUME.

- The Township of Milford cannot assist you in any cause of action against an unlicensed contractor you have hired to perform work under the building permit you obtained.
- It is your responsibility as the homeowner to have a complete understanding of the current building code.
- You, the homeowner, are responsible to correct any code violations. Even if the contractor or any other person did the work, under the permit you obtained.
- You, the homeowner, could be held liable for any injury that occurs on the job, whether is is to a builder or subcontractor's employee.
- In the event of an occurrence beyond the builder's control, which causes the builder to be unable to complete the work, you the homeowner, will be legally responsible for completion of the job, under the permit you obtained.

I, _____ have read and understand the above information and still wish to obtain the required building permit.
(Print Name)

_____ _____
(Signature) (Date)