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

RESIDENTIAL PERMIT APPLICATION

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 _____

☐ MUNICIPAL WATER ☐ MUNICIPAL SEWER ☐ WELL ☐ SEPTIC

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 _____

Rev. 09/25

PROJECT INFORMATION

NEW RESIDENCE

☐ Single Family ☐ Multi-Family (No. of Units) ___ ☐ Townhouse (No. of Units) ___ **Cost of Project:** _____

Square Footage		***Size***		***Construction Materials***	
Basement	_____	Width	_____	Frame:	_____
First Floor	_____	Length	_____	Foundation:	_____
Second Floor	_____	Height	_____	Roof:	_____
Garage	_____	Stories	_____		
Total	_____				

ADDITION / ALTERATION / FINISHED BASEMENT

Scope of Work / Description: _____

_____

Existing # of Bedrooms: _____ **Square Footage:** _____

Proposed # of Bedrooms: _____ **Cost of Project:** _____

DECK / GAZEBO

Scope of Work / Description: _____

_____

	New Square Footage	***Resurface Square Footage***
Wood	_____	_____
Composite	_____	_____

Railing Type: _____

Cost of Project: _____

Please Note: Beams must be bearing over posts.

GARAGE / POLE BARN

Scope of Work / Description: _____

_____

	New Square Footage
Attached	_____
Detached	_____
Pole Barn	_____

Cost of Project: _____

PROJECT INFORMATION

MOBILE HOME

Piers / Slab

Set Up _____

Cost of Project: _____

Please Note: Exterior Inspection only - skirting must be removed prior to inspection.

SWIMMING POOL

☐ In Ground ☐ Above Ground ☐ Hot Tub ☐ Fiberglass ☐ Gunite

☐ Other: _____ **Cost of Project:** _____

DEMOLITION

☐ Residence ☐ Other: _____ **Cost of Project:** _____

Scope of Work / Description: _____

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 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.

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: _____

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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)