Warren
City of Progress

Division of Buildings
& Safety Engineering
One City Square
Suite #305
Warren, MI 48093-2391
(586) 574-4504

NOTICE TO NEW HOUSE BUILDING PERMIT APPLICANTS

Your attention is directed to the attached regulations to be followed whe applying for a building permit.

The application for permit is to be submitted to the Division of Building and Safety Engineering:

1. One copy of Permit Application (completed) with estimated cost of construction. Plan review fee is due at this time and is based upon cost of complete job.

2. Four copies of a complete set of drawings that consist of the following items:

   A. A Lot Plan (Survey- see information sheet).

   B. Foundation plan for basement, crawlspace, or slab on grade.

   C. Floor plans with dimensions and labeled rooms.

      1. Must show window and door sizes.
      2. Show egress windows in bedrooms.
      3. Show floor joist and spacing.

   D. Cross-section showing construction details.

   E. Four exteriors elevations.

   F. Stairway cross section-show rise, run and number of treads, if applicable.

   G. Sump pump location – sump must be discharged into storm sewer system.

3. The following items must be satisfied before a Building Permit can be issued.

   A. Water Meter receipt must be obtained from the Water Division. (586-759-9200)

   B. Right of Way Permit obtained from the Engineering Division. (586-759-9300)

   C. Soil Erosion Permit from Macomb County. (586-469-5327)

Submission of the above information will help minimize the time required for processing your application. Thank you for your cooperation.

NOTE: Individual permits will be required for each of the following: Plumbing, Electrical & Heating.

INDIVIDUAL HOME LOT PLAN REQUIREMENTS

PROVIDE THE FOLLOWING INFORMATION ON THE LOT PLAN WHICH MUST ACCOMPANY THE BUILDING PERMIT APPLICATION:

1. ALL RELATIVE LOT DIMENSIONS AND LOT LINES.

2. THE LOT NUMBER, ADDRESS AND PARCEL I.D. NUMBER.

3. THE COMPLETE LEGAL LOT DESCRIPTION.

4. ADJACENT LOT OR PARCEL LINES (PARTIAL ONLY, NOT NECESSARY TO SHOW ENTIRE ADJACENT LOTS).

5. AN APPROXIMATE OUTLINE OF THE FOOTPRINT OF THE HOUSE ON THE LOT (AND GARAGE IF APPLICABLE).

6. ALL SETBACK DIMENSIONS.

7. IF A SINGLE LOT DEVELOPMENT, SHOW ALL APPLICABLE GRADE ELEVATIONS AS SHOWN ON THE ATTACHED “NEW HOUSE GRADE REQUIREMENTS” FORM, IF THE LOT IS A PART OF A LARGER SUBDIVISION, ONLY THE BRICK LEDGE ELEVATION MUST BE SHOWN, BUT A COPY OF A CITY APPROVED MASTER GRADING PLAN FOR THE ENTIRE SUBDIVISION MUST BE ATTACHED.

8. ALL DRIVEWAYS, DRIVEWAY APPROACHES AND DIMENSIONS.

9. THE MATERIAL, SIZE, AND LOCATION OF THE PROPOSED WATER SERVICE, FROM HOUSE TO CITY WATER MAIN.

10. THE MATERIAL, SIZE, AND LOCATION OF THE PROPOSED SANITARY SEWER LEAD, FROM HOUSE TO CITY SANITARY SEWER.

11. THE SIZE, LOCATION, AND MATERIAL, OF ANY PROPOSED REAR YARD DRAINAGE FACILITIES, FROM PROPOSED INLET TO CITY STORM SEWER.

12. THE LOT PLAN MUST BE **SEALED AND SIGNED** BY A REGISTERED LAND SURVEYOR, ARCHITECT OR ENGINEER.

SOIL EROSION PERMIT

Applicant must go to:

Macomb County Drain Commissioner's Office
115 South Groesbeck
Mount Clemens, MI 48043
Phone (586) 469-5327

Submit:

(A) Two copies of site plan or plot plan

(B) Written legal description of property

(C) A fee is required

LIST OF REQUIRED INSPECTIONS

The following inspections, if applicable to the project, are listed in order as work progresses. Requests for inspections must be given 24 hours before the inspection is performed by the inspector. All requests for inspection must be with project address, type of inspection, date of inspection, and the permit number. Approved plans and building permits must be on project site and available to the inspectors at all times. Approval must be given by the inspectors before work can progress to the next stage.

1. Footing
2. Backfill (basements)
3. Attached garage footing
4. Underground plumbing or electrical
5. Basement gravel
6. Sand (cement slab on grade)
7. Open Joist (crawlspace, sleepers, and dormers)
8. Masonry – after base course flashing, before installation of masonry veneer
9. Rough mechanicals (not necessarily in this order)

   -Each trade requires a separate permit

   A. Electrical

   B. Heating

   C. Plumbing
10. Rough framing
11. Insulation
12. Drywall nail
13. Open Ceiling for any or all trades (building, electrical, mechanical & plumbing)
13. Final mechanicals
14. Final building

Special inspections may be required at the discretion of the inspectors.

ABBREVIATED REPORT FORM N1107.1
HEATING ENERGY ANALYSIS COMPARISON REPORT

Builders Name: _____

Project Address: _____

City/Township/County: _____

PROPOSED ALTERNATIVE HOUSE		STANDARD DESIGN HOUSE	
ROOF/CEILING (INC. SKYLIGHTS)	SUBTOTALS	ROOF/CEILING (INC. SKYLIGHTS)	SUBTOTALS
A_1 _____ /R_1 _____ = A_1/R_1 _____ A_2 _____ /R_2 _____ = A_2/R_2 _____ A_3 _____ /R_3 _____ = A_3/R_3 _____ _____ $A_1/R_1 + A_2/R_2 + A_3/R$ = Total Roof/Ceiling Area	_____ Line 1	_____ x 0.0204 = Total Roof/Ceiling Area (all zones)	Line A
GROSS WALL		GROSS WALL	
Opaque Wall (Does not include band joist, windows, door, etc.) A_1 _____ /R_1 _____ = A_1/R_1 _____ A_2 _____ /R_2 _____ = A_2/R_2 _____ $A_1/R_1 + A_2/R_2$ =	Line 2		
Bland Joist A _____ /R _____ = A/R _____ =	Line 3		
Fenestration and Doors, Windows A_1 _____ /R_1 _____ = A_1/R_1 _____ A_2 _____ /R_2 _____ = A_2/R_2 _____ A_3 _____ /R_3 _____ = A_3/R_3 _____ $A_1/R_1 + A_2/R_2 + A_3/R_3$ =	Line 4		
Doors A_1 _____ /R_1 _____ = A_1/R_1 _____ A_2 _____ /R_2 _____ = A_2/R_2 _____ $A_1/R_1 + A_2/R_2$ =	Line 5		
Other A _____ /R _____ = A/R _____ =			
_____ Total Gross Wall Area	Line 6		
GROSS WALL SUBTOTAL A/R (Lines: 2 + 3 + 4 + 5 + 6)	Line 7	x 0.093 = Total Gross Wall Area (all zones)	Line B

ABBREVIATED REPORT FORM N 1107.1
HEATING ENERGY ANALYSIS COMPARISON REPORT

FOUNDATION/FLOOR	SUBTOTALS	FOUNDATION/FLOOR	SUBTOTALS
Floors Over Unconditioned Spaces A _____ /R _____ = A/R _____ =	Line 8	Floors Over Unconditioned Spaces _____ X 0.0476 = Total Floor Area (all zones)	Line C
Slab on Grade Floors (Area Perimeter x 2') A _____ /R _____ = A/R _____ =	Line 9	Slab on Grade (Unheated) _____ X Z_1 0.0909 Z_2 0.0669 = Total Slab Edge Area Z_3 0.050	Line D
		Slab on Grade (Heated) _____ X Z_1 0.0769 Z_2 0.0667 = Total Slab Edge Area Z_3 0.050	Line E
Crawl Space Walls (Area: Top foundation wall to average finished grade) A _____ /R _____ = A/R _____ =	Line 10	Crawl Space _____ X 0.050 = Total Crawl Space Wall Area (all zones)	Line F
Basement Walls (Area: top foundation wall to average finished grade) A_1 _____ /R_1 _____ = A_1/R_1 _____ A_2 _____ /R_2 _____ = A_2/R_2 _____ $A_1/R_1 + A_2/R_2$ =	Line 11	Basement Walls _____ X Z_1 0.090 Z_2 0.090 = Total Gross Basement Wall Area Z_3 0.055	Line G
Basement Windows A _____ /R _____ = A/R _____ = _____ Total Gross Basement Wall Area	Line 12		
FOUNDATION/FLOOR SUBTOTAL A/R (Lines: 8 + 9 + 10 + 11 +12)	Line 13	FOUNDATION/FLOOR SUBTOTAL A/R (Lines: C+D+E+F+G)	Line H
PROPOSED ALTERNATIVE HOUSE SUBTOTAL A/R (Lines: 1+7+13)	Line 14	STANDARD DESIGN HOUSE SUB TOTAL A/R (Lines: A+B+H)	Line I
HEATING EQUIPMENT EFFICIENCY (If the same as Standard House, go to line 16 or 17) (Oil or Gas Fired) AFUE: _____ % Line 14: ____ = Adjusted A/R = AFUE: 0. ____	Line 15	HEATING EQUIPMENT EFFICIENCY (Oil or Gas Fired) AFUE: 78% Line I: _____ = Adjusted A/R = AFUE: 0.78	Line J
AIR LEAKAGE RATE (If the same as Standard House, go to line 17) _____ ACH x _____ ft^3 x 0.018 = Air Changes per Hour Volume of House	Line 16	AIR LEAKAGE RATE 0.55 ACH x _____ ft^3 x 0.018 = Volume of House	Line K
PROPOSED ALTERNATIVE HOUSE TOTAL (Lines: 15+16) Equal to or less than line L to pass	Line 17	STANDARD DESIGN LIMIT TOTAL (Lines: J + K)	Line L