

# ADDISON TOWNSHIP

SOIL EROSION \_\_\_\_\_  
SEPTIC \_\_\_\_\_  
WATER \_\_\_\_\_  
DRIVEWAY \_\_\_\_\_

1440 ROCHESTER RD  
LEONARD, MICHIGAN 48367  
(248)628-5409 FAX (248)969-3587  
[www.twp.addison.mi.us](http://www.twp.addison.mi.us)

BUILDING PERMIT# \_\_\_\_\_  
STAKES READY YES NO  
DATE \_\_\_\_\_

## Applicaton for Building Permit and Zoning Compliance

<b>PROPERTY LOCATION</b>	
ADDRESS	_____
TAX ID#	_____
LOT #	_____
SUBDIVISION	_____

<b>CURRENT PROPERTY OWNER</b>	
NAME	_____
ADDRESS	_____
CITY	_____ STATE _____
ZIP CODE	_____ PHONE _____

<b>CONTRACTOR INFORMATION</b>	
NAME	_____
ADDRESS	_____
CITY	_____
ZIP CODE	_____
CONTACT	_____
PHONE/FAX	_____
EMAIL	_____

<b>LICENSE INFORMATION</b>	
LICENSE #	_____
EXPIRATION DATE	_____
MESC#	_____
FED ID#	_____
INSURANCE COMPANY	_____
POLICY #	_____
EXPIRES	_____

<b>PROJECT DESCRIPTION</b>	_____
<b>DIRECTIONS TO SITE</b>	_____
<b>NATURE OF WORK</b>	_____
<b>COMMENTS</b>	_____
<b>APPROX SQ FT</b>	_____
<b>CONSTRUCTION VALUE</b>	_____

<b>TYPE OF IMPROVEMENT</b>
<input type="checkbox"/> NEW BUILDING
<input type="checkbox"/> ALTERATION
<input type="checkbox"/> ADDITION
<input type="checkbox"/> DEMOLITION
<input type="checkbox"/> MOVING
<input type="checkbox"/> SIGN(S)
<input type="checkbox"/> GARAGE
<input type="checkbox"/> REPAIR, REPLACEMENT
<input type="checkbox"/> FENCE
<input type="checkbox"/> POLE BARN
<input type="checkbox"/> SHED
<input type="checkbox"/> DECK
<input type="checkbox"/> POOL
<input type="checkbox"/> OTHER

<b>PROPOSED USE</b>
<input type="checkbox"/> RESIDENTIAL
<input type="checkbox"/> ONE FAMILY
<input type="checkbox"/> TWO OR MORE FAMILIES
<input type="checkbox"/> HOTEL, MOTEL
<input type="checkbox"/> COMMERCIAL
<input type="checkbox"/> INDUSTRIAL
<input type="checkbox"/> RECREATIONAL
<input type="checkbox"/> OTHER
<b>CURRENT ZONING OF PROPERTY</b>
_____

Section 23a of the State of Michigan 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 residential structure.

<b>IS THIS A HOMEOWNERS PERMIT?</b>	
YES	_____
NO	_____
I hereby certify the work described on this permit application shall be installed and constructed myself, in my own home in which I am/will be occupying. All the work shall installed/constructed in accordance with the current code and be inspected as required.	

Signature of Homeowner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

# NEW CONSTRUCTION DOCUMENT CHECKLIST

NOTE: SOME OR ALL OF THE FOLLOWING ITEMS MAY APPLY – CHECK & FURNISH ALL THAT APPLY

OWNER'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

JOB ADDRESS: \_\_\_\_\_

SIDWELL NO: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

- Completed and Signed Building Permit Application (Required with all building permits)
- Proof of ownership, ie; Copy of Deed or Tax Statement (Required with all building permits)
- Plot Plan – Two Copies (Showing dimensional locations of lot lines, easements, well, septic and any other structure on the parcel)  
(Required dependent upon scope of project)
- Construction Drawings, Two Physical Copies and One Emailed or Disc Digital Copy  
(Required dependent upon scope of project)
- Wetland Determination Application (Required for all projects involving ground work)
- Zoning Compliance Application (Required with all building permits)
- Energy Worksheet (Heated structures only)
- Driveway Permit (Oakland County Road Commission)
- Soil Erosion Permit or Waiver (Oakland County WRC)  
(Required for all projects involving ground work)
- Well Permit (Oakland County Health Dept)  
(Required for all projects involving a new well)
- Septic Permit (Oakland County Health Dept)  
(Required for all projects involving a new septic)
- Signed Deed Restrictions & Easements Form (Required with all building permits)
- Signed Burying/Burning Building Materials Form (Required with all building permits)
- Ufer Rod/Electrical Permit (All structures with C.I.P. foundations)
- Builders License, Builders Driver's License and Builders Insurance (For other than home owner permit)
- Other \_\_\_\_\_

**ADDISON TOWNSHIP  
Wetland Determination Application and Wetland Use  
Application and Permit**

Questions to 1-13 are to be completed by applicant for a preliminary, and 1-15 for final wetland determination. (Code of Ordinances, Zoning Article 4, Section 4.44)

**GENERAL INFORMATION**

- 1. Property Identification Number \_\_\_\_\_
- 2. Property Location/Address \_\_\_\_\_
- 3. Legal Description (may be attached) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4. Total Site Area \_\_\_\_\_ 5. Zoning Designation \_\_\_\_\_
- 6. Existing Land Use of Property \_\_\_\_\_
- 7. Property Owner(s) Information

Name _____		
Address _____		
City _____	State _____	Zip _____
Phone (H) _____	(W) _____	
Signature _____	Date _____	
Signature _____	Date _____	

8. Applicant Information (if different than property owner)

Applicant (if different than the owner) _____		
Interest in the property _____		
Address _____		
City _____	State _____	Zip _____
Phone (H) _____	(W) _____	
Signature _____	Date _____	
(Written Permission from the property owner must be attached)		

# Wetland Determination Application

## SPECIFIC WETLAND INFORMATION

9. Requested Activity (Check all that apply):

- Dredging of a Wetland
- Excavating or Filing of a Wetland
- Construction of Primary and Accessory Structures
- Draining of any surface water from a wetland, other than as permitted under Code of Ordinances , Zoning Article 4, Section 4.44 – (5)
- Other uses not addressed herein and determined by the Planning Commission to have a similar negative impact as those listed above

10. Further Describe proposed activity

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11. Type of Development Proposed (check all that apply):

- Building Construction
- Condominium or Site Condominium
- Subdivision Plat
- Planned Unit Development
- Special Land Use
- Land Division
- Other: \_\_\_\_\_

12. Size of Wetland \_\_\_\_\_

13. Additional Permits Required \_\_\_\_\_

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# ADDISON TOWNSHIP ZONING COMPLIANCE PERMIT APPLICATION

\*\*Section 27.05 of Zoning Ordinance #300 Attached\*\*

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**TO BE COMPLETED BY THE APPLICANT**

**1. Applicant Information**

Name(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Residential Address (if different) \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Facsimile # \_\_\_\_\_ Best time(s) to call \_\_\_\_\_

**2. Property Address** \_\_\_\_\_

Parcel Identification # 05 \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**3. Proposed Use(s): Describe the proposed use(s) of the property below and activities proposed for the property**

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

**Check any (all) of the proposed uses that apply to your property:**

- Construction of a house
- Addition to a house
- Construction or placement of an accessory structure or garage
- Start a home based business
- Construction/Placement of an agricultural building
- Moving, altering, repairing a structure
- Excavation
- Other (please identify other proposed uses on the lines which follow):

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

**ADDISON TOWNSHIP ZONING COMPLIANCE PERMIT -**

**Official Use Only – Application received by:** \_\_\_\_\_

**Date Received** \_\_\_\_\_ **Fee Paid** \_\_\_\_\_

**Receipt #** \_\_\_\_\_ **Check #** \_\_\_\_\_

**Application Routed to:** \_\_\_\_\_ **Clerk** \_\_\_\_\_ **Building Inspector** \_\_\_\_\_ **Planner** \_\_\_\_\_

\_\_\_\_\_ **Other (indicate others to whom the application was routed)** \_\_\_\_\_

**Date of Approval -** \_\_\_\_\_ **Permit #** \_\_\_\_\_ **Indicate activity(ies) for which the zoning compliance permit has been issued – if plans or attachments pertain please indicate date of such plans/drawings (and attach a copy of each)**

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

**Building Official Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Date of Denial\* -** \_\_\_\_\_ **(Specify reasons below)**

- \_\_\_ Application incomplete (see circled items missing)
- \_\_\_ Not permitted in current zoning district
- \_\_\_ Special use permit required
- \_\_\_ Zoning variance required
- \_\_\_ Other permit required (specify) \_\_\_\_\_
- \_\_\_ Denied for the following reason(s) \_\_\_\_\_

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

**Building Official Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**ADDISON TOWNSHIP ZONING COMPLIANCE PERMIT APPLICATION –**

**Proof of ownership must be submitted with application (deed, land contract, or similar document). ALL property owners are required to sign application. If the applicant is not the owner of record, a signed notarized letter authority and authorization from the property owner(s) to act as agent shall be submitted with the application.**

X. AFFIDAVIT and permission for the township, county and state officials (and those acting on behalf of those officials) to enter property in conjunction with a review of this application:

I (We) swear that the information contained in this application are true at the date of this application and if found to be untrue will void any approval of this application. Approval of this application does not imply compliance with any township, county or state regulation pertaining to future use of the property that is the subject of this application and only conveys to the applicant, a confirmation (if application is approved) that the state use(s) of the subject property as proposed is (are) in permitted activities in the zoning district wherein the proposed use is located. Any permit issued following approval of this application is subject to any and all ordinances in effect at the time of the issuance on any subsequent permit. If any changes are made to the property in question after the date of this application is received by the township, including ownership change, such changed, I (We) acknowledge that a zoning compliance permit issued under the provisions of section 27.05 of Zoning Ordinance #300 shall be valid for a period of six months following the date of issuance.

Property Owner Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

or

Authorized Agent Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

**APPENDIX A----ZONING (EXCERPT)****Section 27.05. - Zoning compliance permits.**

It shall be unlawful to begin excavating, constructing (building), moving, altering or repairing any structure, including accessory buildings, until the building inspector has issued a *zoning compliance* permit for such work, said permit including a certification of his opinion that the plans, specifications and intended use of such structure conforms in all respects to the provisions of this ordinance and the township building code. The term "altered" and the term "repaired" shall include any changes in structural parts, stairways, type of construction, type, class or kind of occupancy, light or ventilation, means of egress and ingress, or other changes affecting or regulated by the township building code, Housing Law of Michigan [Public Act No. 167 of 1917 (MCL 125.401 et seq.)], or this ordinance, except for minor repairs or changes not involving any of the aforesaid features. In addition, it shall be unlawful to change the use of land or use or occupancy of any building, or to extend any use on any lot on which there is a nonconforming use, until the building inspector has issued a *zoning compliance* permit. In all cases where a building permit is required, application for a *zoning compliance* permit shall be made coincident with the application for a building permit; in all other cases, application shall be made not less than five (5) business days prior to the time when a new or enlarged use of a building or premises or part thereof is intended to begin. This application shall be made in writing to the building inspector on forms provided by the township for that purpose. A record of all such applications shall be kept on file by the building inspector. Any *zoning compliance* permit issued under the provisions of this ordinance shall be valid for a period of six (6) months following the date of issuance thereof. When the building inspector receives an application for a *zoning compliance* permit which requires a board of appeals variance or other approval, he or she shall so inform the applicant.



**TOWNSHIP OF ADDISON**  
**Department of Building and Zoning**  
**1440 Rochester Road**  
**Leonard, MI 48367**  
**(248)628-5409**

**SPECIAL NOTICE REGARDING DEED RESTRICTIONS AND  
EASEMENTS**

Please be advised that construction activities that are permitted by the Building Department may be further regulated by Subdivision Restrictions or Easement Agreements applicable to the subject property. In some cases, activities permitted by the Building Department may be prohibited by subdivision restrictions or easement agreements.

You are strongly advised to check that all current and future lot improvements are in conformance with any applicable subdivision restrictions and easement agreements. Further, you should obtain approval of the subdivision association (if applicable) prior to construction. The laws pertaining thereto generally make the property owner, or agent, responsible for such and failure to conform may subject you to prosecution.

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**Permit Holder**

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**Date**

**TOWNSHIP OF ADDISON**  
**Department of Building and Zoning**  
**1440 Rochester Road**  
**Leonard, MI 48367**  
**(248)628-5409**

Effective January 1, 2002, the following is prohibited by Addison Township:

- 1) Burying of any building materials.
- 2) Burning of any building materials.

The undersigned agrees to the above conditions and understands that any violation of these conditions may result in a STOP WORK ORDER.

\_\_\_\_\_ Date \_\_\_\_\_  
Contractor Signature

\_\_\_\_\_ Date \_\_\_\_\_  
Home Owner Signature

**MICHIGAN UNIFORM ENERGY CODE  
ENERGY WORKSHEET  
Prescriptive Approach**

Project Address \_\_\_\_\_ Lot # \_\_\_\_\_ Subdivision \_\_\_\_\_

Name of Builder-Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Complete all of the following sections and attach supporting documentation as necessary. Incomplete forms will cause delays in the issuance of a permit.

**Section 1** – Indicate the proposed type, R-value and thickness of insulation for the following building components (indicate N/A where the building component is not applicable):

Building Component	Type	R-Value	Min R-Value	Thickness
Walls/Band Joist				
Ceilings				
Floors over unheated spaces (i.e. Bays, etc.)				
Unheated slabs (above grade or ≤ 12" below grade)				
Heated slabs (above grade or ≤ 12" below grade)				
Crawl space walls				
Finished lower level walls				

**Section 2** - Indicate the square feet of the gross exterior wall area \_\_\_\_\_ sq ft

Indicate the square feet of fenestration openings (i.e. windows, doors, etc.) \_\_\_\_\_ sq ft

Indicate the percent of fenestration (Fenestration area/gross exterior wall area) \_\_\_\_\_ %

For fenestration percentages up to and including 15%, R1.9 components are required

For fenestration percentages over 15% up to and including 20%, R 2.5 components are required.

For fenestration percentages over 20%, a trade-off option is needed (see the code).

Indicate the R-value proposed for fenestration openings:

Windows (including basement windows) \_\_\_\_\_ Doors \_\_\_\_\_ Skylights \_\_\_\_\_

Submit manufacturer documentation verifying that the R values indicated above are certified or labeled. Air leakage shall not exceed .37 cfm per lineal foot of sash crack at 15 mph wind pressure.

If over 20%, indicate the trade-off option proposed \_\_\_\_\_

**Section 3** - Indicate the square feet of basement walls that are un-insulated and exposed above grade \_\_\_\_\_ sq ft

Indicate the percentage of exposed wall (sq ft of exposed wall/sq ft of gross exterior wall) \_\_\_\_\_ %

If the percentage of un-insulated/exposed basement wall exceeds 7%, that portion shall be insulated. If over 7%, indicate the proposed R-value and type of insulation proposed for the area in excess of 7%

\_\_\_\_\_ (Min R-5)

**Section 4** - Prepared by \_\_\_\_\_ Date \_\_\_\_\_ Phone \_\_\_\_\_

**\*NOTE\***

**ELECTRICAL PERMIT REQUIRED  
FOR CEMENT ENCASED ELECTRODE**

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**\*NOTE\***

**THE WETLAND DETERMINATION  
APPLICATION AND ZONING COMPLIANCE  
PERMIT APPLICATION MUST BE FILLED OUT  
FOR ALL NEW CONSTRUCTION.**

**TOWNSHIP OF ADDISON  
COUNTY OF OAKLAND ~ STATE OF MICHIGAN  
RESOLUTION**

**BUILDING PERMIT FEE SCHEDULE**

<b>APPLICATION FEE:</b>		
New Construction.....	\$125.00	Remodel/Additions.....\$65.00
<b>ZONING COMPLIANCE.....</b>		Demo.....\$60.00
	\$125.00	All other applications.....\$ 25.00

**SINGLE FAMILY RESIDENTIAL CONSTRUCTION:**

Cost per square foot..... \$ 0.40

**ADDITIONS/REMODELING:**

Remodeling, changing of doors or windows, relocating or removing of partitions, adding to the square footage of the structure, changing or relocating means of ingress or egress, any change in existing stairways, etc. shall be calculated as new construction for the area involved.

Cost per square foot (minimum \$60.00 per inspection)..... \$ 0.50

**ACCESSORY STRUCTURES, INCLUDING GARAGES:**

Cost per square foot (minimum \$60.00 per inspection)..... \$ 0.225

**SWIMMING POOLS:**

Cost per square foot (minimum \$60.00 per inspection)..... \$ 0.375

**DECKS/PORCHES:**

Cost per square foot (minimum \$60.00 per inspection)..... \$ 0.25

**FENCES/WALLS/PROTECTIVE BARRIERS:**

Cost per linear foot (minimum \$60.00 per inspection)..... \$ 0.35

**MOBILE HOMES:**

Installed in authorized Mobile Home Park..... \$ 100.00

**MOBILE HOMES:**

Used for temp housing during the construction of single family residence..... \$ 100.00

**MULTIPLE/COMMERCIAL/INDUSTRIAL:**

Cost per square foot (minimum \$150.00)..... \$ 0.375

Cost per lineal sq. ft. (minimum \$150.00), where applicable..... \$ 0.075

**COMMERCIAL ALTERATIONS OR SUITE COMPLETION:**

Remodeling, changing of doors or windows, relocating or removing of partitions, adding to the square footage of the structure, changing or relocating means of ingress and egress, any change in existing stairways, etc. shall be calculated as new construction for the area involved.

Cost per square foot (minimum \$150.00)..... \$ 0.375

**SIGNS:**

Ground or wall sign (each)..... \$ 100.00

Temporary sign (30 days)..... \$ 40.00

**DEMOLITION:**

Accessory structures.....	\$ 60.00
All other structures cost per 1000 sq. ft. (Minimum \$100.00).....	\$ 50.00

**GRADING:**

Cost per 10,000 sq. ft. of area involved (minimum \$60.00).....	\$ 60.00
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**WETLAND USE PERMIT:**

Cost per acre of wetland affected (minimum \$120.00).....	\$ 60.00
Wetland Determination Application.....	\$ 60.00

**REINSPECTIONS/SPECIAL INSPECTION REQUESTS:**

Per inspection (plus \$10.00 mileage).....	\$ 60.00
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**PLAN REVIEW FEES:**

Single Family Residence.....	\$ 90.00
Residential additions, alterations and accessory structures.....	\$ 50.00
Cost per 1000 sq. ft. of Multiple, Commercial and Industrial (min. \$120.00).....	\$ 100.00
Cost per linear sq. ft., as applicable.....	\$ 150.00

Where a review of the application or construction documents is performed by outside consultants, the fee shall be at the rate of 1.1 times the actual cost (110%).

**BONDS:**

Single Family Residence.....	\$ 500.00
Residential additions, alterations and accessory structures including decks and pools.....	\$ 250.00
New Multiple, Commercial and Industrial.....	\$ 1,000.00
Commercial suite completions or alterations.....	\$ 500.00
Mobile homes for temporary housing during construction of single family residence.....	\$ 500.00
Demolition.....	\$ 1,000.00
Grading (not pursuant to a duly issued Building Permit).....	\$ 1,000.00
Ponds.....	\$ 500.00
Wetland use.....	To be established by Planning Commission on a per use basis.

- **ADDITIONAL BONDS MAY BE REQUIRED**
- **A CERTIFICATE OF OCCUPANCY MUST BE OBTAINED WITHIN TWO YEARS OF ISSUANCE OF PERMIT.**

**TEMPORARY CERTIFICATE OF OCCUPANCY:**

Administrative fee of.....	\$ 25.00
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**NOTE: Permit fees not included in the above schedule shall be calculated to cover any and all administrative and inspection costs.**

## ADDISON TOWNSHIP BUILDING DEPARTMENT

1440 Rochester Road

Leonard, Michigan 48367

(248)628-5409 Inspections – (248)628-8284

### REQUIREMENTS FOR BUILDING PERMITS:

- Two sets of physical plans and 1 Digital Set. If over 3,500 sq. ft., plans need to be architecturally sealed and signed.
- Plot plan, showing all setbacks.
- Septic approval (**VALID** within 2 years) – Oakland County Health Department. (248-858-1312)
- Proof of ownership – Warranty Deed/ Land Contract
- Copy of Builders License if Contractor NOT Homeowner.
- Physical staking of property lines based on survey.
- Driveway Permit – Public Road (Road Commission for Oakland County (248-858-4804)
- Soil Erosion Permit – Oakland County Drain Commission (248-858-0958)

All **PERMITS** must be obtained *before inspection*  
**24-HOUR NOTICE REQUIRED FOR INSPECTIONS**

ADDRESS MUST BE CLEARLY VISIBLE AT DRIVEWAY ENTRANCE OR INSPECTION REQUEST MAY NOT BE HONORED

Requests shall be accepted on (248) 628-8284, calls after 3:00 p.m. will be considered the next business day.

### THE FOLLOWING INSPECTIONS ARE MANDATORY FOR ALL NEW RESIDENCES:

- A stake inspection of all new/moved structures is **REQUIRED**
- Cement Encased Electrode (Ground Rod) – **MUST** be approved by Electrical Inspector
- Basement footings before pour
- Trench footings before pour
- Inside drains before pour (underground)
- Basement floors before pour
- Insulated slabs before pour
- Basement walls before backfill (braced)
- Rough plumbing – **MUST** be done before rough electric
- Rough heating – **MUST** be done before rough electric
- Rough electric
- Rough frame
- Insulation (Insulation certs – **MUST** be provided before issuance of C.O.)
- Final plumbing
- Final electric
- Final heating
- Final building

\* A list of required inspections for any permit other than a single family residence may be obtained at the Building Dept.

**\*\*A FINAL WELL and SEPTIC INSPECTION FROM OAKLAND COUNTY IS NEEDED PRIOR TO ISSUING OF CERTIFICATE OF OCCUPANCY.**

**NOTE:** Final building inspection approval does not grant permission to occupy space.  
A **Certificate of Occupancy** is required on all Building Permits **prior to moving in.**

**2015 MRC/IRC**  
**CODE REQUIRED FOUNDATION INSPECTIONS**  
**(WITH CODE COMMENTARY FOR CLARIFICATION)**

**R109.1.1 Foundation inspection.** Inspection of the foundation shall be made after poles or piers are set or trenches or *basement* areas are excavated and any required forms erected and any required reinforcing steel is in place and supported prior to the placing of concrete. The foundation inspection shall include excavations for thickened slabs intended for the support of bearing walls, partitions, structural supports, or *equipment* and special requirements for wood foundations.

❖ The foundation inspection is typically the first inspection of the job site by a representative of the Building Safety Department. At that time, the inspector will verify that the foundation is located as shown on the approved plans and in accordance with the jurisdictional requirements for building setbacks and easements. Where a footing system is to be used, the footing trenches must be excavated and any required reinforcing steel must be in place. For foundation walls, the wall forms must be completely erected with the appropriate steel reinforcement placed within the forms. Column pads, thickened slabs and other foundation work must also be ready for inspection prior to concrete placement.



**ADDISON TOWNSHIP  
BUILDING DEPARTMENT  
1440 ROCHESTER ROAD  
LEONARD, MI 48367  
(248)628-5409**

**INSPECTION LIST – DEMOLITION**

ADDRESS MUST BE CLEARLY VISIBLE AT DRIVEWAY ENTRANCE OR INSPECTION REQUEST MAY NOT BE HONORED.

**24-Hour Notice Required for Inspections**

All permits must be obtained before inspection requests.  
Requests shall be accepted on (248)628-5409, calls after 3:00pm will be considered the next business day.

**The following inspections are mandatory for all demolitions:**

- ◆ PRE-DEMO
- ◆ OPEN HOLE
- ◆ FINAL GRADE

A Final termination of Well and Septic from Oakland County and proof of Termination of Electrical and Gas is required prior to issuing a Demolition Permit.



Addison Township Fire Department

# Reflective Address Signs

# \$15

## ORDER FORM

- Highly visible day or night
- Pre-drilled holes
- Green sign with white numbers
- Two sided reflective

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_

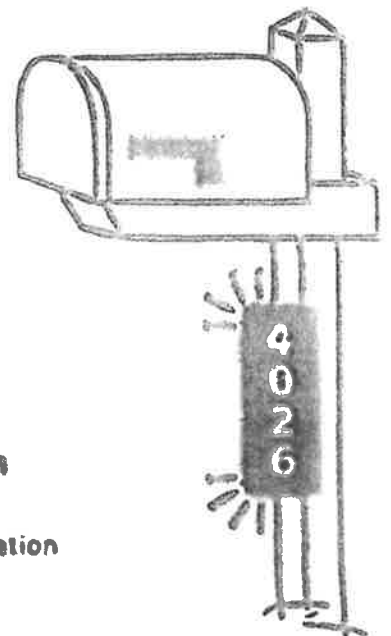
Address Numbers for sign:  
(note: please "X" out boxes that are not used.)

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Mounting: Will this be a horizontal or vertical mounted sign: (please check one)

Horizontal

Vertical



Mail to:

**Addison Township Firefighters Association**  
 4026 Forest Street, Leonard, MI 48367  
 Checks payable to: Addison Township Firefighters Association  
 Cost: \$15.00

Or for faster service, please call 248-628-5603

**ZONING PLAN -**

Zoning District: \_\_\_\_\_

Use: \_\_\_\_\_

Front yard: \_\_\_\_\_

Side yard: \_\_\_\_\_

Rear yard: \_\_\_\_\_

**SITE or PLOT PLAN - For applicant use**

