



CITY OF TROY

## RESIDENTIAL BUILDING PERMIT SUBMITTAL REQUIREMENTS

All submittals shall be directed to the City of Troy, Building Department, 500 W. Big Beaver Road, Troy, MI 48084-5285.

Applicants for Building Permits are obliged to become familiar with the pertinent sections of the current issue of Chapter 39 Zoning Ordinance and Chapter 79 – General Building Regulations of the Troy City Code, which outlines codes currently in effect and modifications to adopted codes.

### SUBMITTALS

One Building Permit Application properly completed and signed. Please provide the name and phone number of a contact person.

4 Plot Plans – drawn to scale, showing the size and locations of all new construction and existing structures on site, distance from lot lines and the established street grades; it shall be drawn in accordance with an accurate boundary line survey. In addition, for all uses as well as whenever required by the Soil Removal Ordinance, there shall be filed a drainage plan prepared by a registered civil engineer using NAVD 88 datum showing existing grades of drives, houses or other structures and land to a minimum of 50 feet beyond site property lines.

1 Grade Slip

2 Sets of Building Plans – consisting of the following:

- Foundation
- Floor Plans
- Elevations
- Cross Section
- Heat Plan with Specifications

***Drawings shall be submitted to a suitable scale. Drawings shall be properly dimensioned and shall indicate the specific use of all rooms and areas, as well as define all construction materials.***

1 Michigan Energy Code Work Sheet showing compliance.

Work valued above \$5,000 will require a minimum \$30.00 Plan Review Fee.

If the applications are for models, we will assign it a “MASTER PLAN NUMBER”. This will eliminate the need to submit building plans with any future applications of the same model.

**APPLICATIONS FOR WATER AND SOIL EROSION SHALL BE MADE AT THE SAME TIME.**