



HISTORIC DISTRICT APPLICATION

INSPECTIONS (248) 626-1601

DATE STAMP

32325 Franklin Rd • Franklin MI 48025-1199 • Phone (248) 626-9666 • Fax (248) 626-0538

The undersigned hereby applies for a permit to (describe project)

Current market value of project \$ _____

SUBMIT CHECKLIST WITH APPLICATION

I. LOCATION OF PROJECT		Historic District ? <input type="checkbox"/> yes <input type="checkbox"/> no		Zoning District	
Address: _____					
Village: <p style="text-align: center;">FRANKLIN</p>		Township: <p style="text-align: center;">SOUTHFIELD</p>		County: <p style="text-align: center;">OAKLAND</p>	
				Zip Code: <p style="text-align: center;">48025</p>	
Between _____			And _____		
II. PARCEL IDENTIFICATION #					
A. OWNER OR LESSEE					
Name: _____				Telephone No: _____	
Address: _____		City: _____		State: _____	Zip Code: _____
B. ARCHITECT OR ENGINEER					
Name: _____				Telephone No: _____	
Address: _____		City: _____		State: _____	Zip Code: _____
License No: _____				Expiration Date: _____	
C. CONTRACTOR					
Name: _____				Telephone No: _____	
Address: _____		City: _____		State: _____	Zip Code: _____
License No: _____				Expiration Date: _____	
Federal Employer Number or Reason for Exemption: _____					
Worker's Comp Insurance Carrier or Reason for Exemption: _____					
MESC Employer Number or Reason for Exemption: _____					
III. TYPE OF IMPROVEMENT AND PLAN REVIEW					
A. TYPE OF IMPROVEMENT					
<input type="checkbox"/> New Building <input type="checkbox"/> Addition / Remodel <input type="checkbox"/> Demolition <input type="checkbox"/> Property <input type="checkbox"/> Other					
B. REVIEW(s) TO BE PERFORMED					
<input type="checkbox"/> Building / Trades		<input type="checkbox"/> Engineering		<input type="checkbox"/> Arborist	
				<input type="checkbox"/> Legal	
				<input type="checkbox"/> Other	

IV. PERMIT PROPOSAL

A. RESIDENTIAL BUILDING – show most recent use

One Family Detached Condominium - number of units _____

Attached Garage Detached Garage Other (describe) _____

B. NON-RESIDENTIAL BUILDING – show most recent use

Church, Religious Public Utility Restaurant
 Service Station School, Library, Educational Grocery
 Office, Bank, Professional Store, Mercantile Other (describe) _____

C. PROPERTY – Describe proposal in detail _____

V. SELECTED CHARACTERISTICS FOR BUILDING PERMIT

A. PRINCIPAL TYPE OF FRAME

Masonry, Wall Bearing Wood Frame Structured Steel
 Reinforced Concrete Other (describe) _____

B. PRINCIPAL TYPE OF HEATING FUEL

Gas Oil Electricity Coal Other _____

C. TYPE OF SEWAGE DISPOSAL

Pressure Sewer System Septic System

D. TYPE OF WATER SUPPLY

Public or Private Company Private Well or Cistern

E. TYPE OF MECHANICAL

Will there be air conditioning? yes no Will there be an elevator? yes no

F. DIMENSIONS

First Floor (sq ft) _____ Garage / Accessory (sq ft) _____
Second Floor (sq ft) _____ Total Building Area (sq ft) _____
Basement (sq ft) _____ Total Land Area (sq ft) _____

G. NUMBER OF OFF-STREET PARKING SPACES

Enclosed _____ Outdoors _____

VI. APPLICANT INFORMATION:

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information:

Name:		Telephone No.	
Address:	City:	State:	ZIP:

Federal ID no. (if applicable)

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 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.

Section 23a of the State Construction Code Act of 1972, Act No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who perform work on a residential building or a residential structure. Violators of Section

Signature of Applicant	Application Date
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VII. FOR INTERNAL USE ONLY

	REQUIRED	APP / REJ	DATE	BY
A ~ BUILDING PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
B ~ CULVERT PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
C ~ FENCE PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
D ~ FLOODPLAIN PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
E ~ LANDFILL PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
F ~ SOIL EROSION PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
G ~ TREE REMOVAL PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
H ~ WETLANDS PERMIT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
I ~ HISTORIC DISTRICT	<input type="checkbox"/> Yes <input type="checkbox"/> No			
J ~ ZONING BOARD **	<input type="checkbox"/> Yes <input type="checkbox"/> No			

**** Zoning District** Required Setback _____ Front _____ / _____ Side _____ Back
 _____ Proposed Setback _____ Front _____ / _____ Side _____ Back

VIII. VALIDATION

DATE STAMP

Approved by:	
(signature)	
VILLAGE OF FRANKLIN BUILDING OFFICIAL	

HISTORIC DISTRICT CHECKLIST

14 COPIES EACH OF THE FOLLOWING:

- ___ Completed Permit Application
 - ___ Proof of ownership (ie: copy of title insurance policy)
 - ___ Homeowner's Permit requires signed and dated Home Owner's Affidavit on file
 - ___ Builder's Registration – copy builder's license and driver's license on file

- ___ Copy of certified plot plan indicating:
 - ___ Dimensions of all property lines – indicate any easements
 - ___ Dimensions of existing and proposed work
 - ___ Setback dimensions of all yards
 - ___ Notation of any historic or natural resources on site
 - ___ Location of well and septic system

- ___ A descriptive text of the proposed work to be done

- ___ Application complies with Zoning Ordinance requirements?
 - ___ yes
 - ___ no – complete Zoning Appeals Application for review

- ___ Photographs of the existing conditions and/or structures being considered

- ___ Provide detail drawings, moldings, profiles, color samples, materials (etc.) to be used

- ___ Such further information as the Commission or Building Official may require

PLEASE NOTE:

- Applicant must be present at Historic District Commission meeting
- Permits must be obtained after Historic District Commission approval
- Applicant shall be responsible for 100% of all consultant fees incurred by the Village PLUS a 10% administration fee.