

CHARTER TOWNSHIP OF OXFORD
OXFORD, MICHIGAN 48371

CONSTRUCTION PHASE

APPROVAL PROCESS

AFTER FINAL SITE PLAN APPROVAL GRANTED BY PLANNING COMMISSION:

Applicant submits five (5) sets of construction plans (signed & embossed sealed) which include:

Signage
Lighting
Landscaping

Proof of permitting (Oakland County)

Send with transmittal to consultants for review (allow two (2) weeks):

Planner Engineer Police Fire Office

Send cover letter and consultant reviews to applicant.

Applicant makes changes and re-submits for re-review by consultants.

Repeat this cycle until reviews are clean, then:

Engineer determines if all state and/or county permits are received and ok.

Township Building department review:

Plans reviewed by township inspectors (separate package two (2) copies):

Mechanical: heating/plumbing electrical

Pre-Construction Meeting:

Township engineer (see J Sharpe)

Bonds, permits,
Conditions, hours of construction, inspection process

Township issues construction permits.

Ok to dig.

CHARTER TOWNSHIP OF OXFORD

Permit Application for Part 91 Soil Erosion and Sedimentation Control

Part 91 of Act No. 451 of Public Acts of 1994 as amended, being Section 324.9101-324.9123 of Michigan Compiled Laws.

NOTE: Approval of this application grants permission for work included herein subject to all conditions and payment of applicable fees.

1. APPLICANT (Please check if applicant is the landowner or designated agent*)

Name <input type="checkbox"/> Landowner <input type="checkbox"/> Designated Agent			
Address			
City	State	Zip Code	Area Code/Telephone Number

2. LOCATION

Address	Tax ID Number	Lot #
Between	And	

3. PROPOSED EARTH CHANGE

Project Type <input type="checkbox"/> Single Family Residential <input type="checkbox"/> Grading/Land Balancing (Requires Site Plan Approval)		
Describe Project	Size of Earth Change	
Name of and Distance to Nearest Lake, Stream, or Drain	Date Project to Start	Date Project to be Completed

4. SOIL EROSION AND SEDIMENTATION CONTROL PLAN (Refer to Rule 323.1703)

<p style="text-align: center;">NOTE: 2 COMPLETE SETS OF PLANS MUST BE ATTACHED</p>	Estimated Cost of Erosion and Sediment Control
	Plan Preparer's Name and Area Code/Telephone Number

**CHARTER TOWNSHIP OF OXFORD
COUNTY OF OAKLAND
STATE OF MICHIGAN**

ORDINANCE NO. 129

SOIL EROSION AND SEDIMENTATION CONTROL

AN ORDINANCE TO AMEND CHAPTER 22 OF THE OXFORD CHARTER TOWNSHIP CODE OF ORDINANCES TO ADD ARTICLE VI: SOIL EROSION AND SEDIMENTATION CONTROL.

The Charter Township of Oxford ("Township"), Oakland County, Michigan, hereby ordains that Chapter 22 of the Oxford Charter Township Code of Ordinances is hereby amended by adding Article VI which shall read as follows:

Section 22-300 Adoption of Rules by Reference.

Part 91 Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act and the Administrative Rules promulgated under Part 91 are adopted by reference. A copy of Part 91 and the Rules shall be on file at the Building Department of the Charter Township of Oxford. Each and all of the regulations, provisions, penalties, conditions and terms of such rules and regulations are adopted and made part hereof as if fully set out in this chapter.

Section 22-301 Municipal Enforcing Agency.

The Building Department of the Township shall become the municipal enforcing agency in regard to Part 91, Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 91) being 324.9101 et. seq. of the Michigan Compiled Laws and Administrative Rules promulgated by the Michigan Department of Environmental Quality as amended, within the municipal limits of the Township.

Section 22-302 Permit and Inspection Fees.

Soil erosion permit and inspection fees shall be established by the Board of Trustees of the Charter Township of Oxford and shall bear a reasonable relationship to the cost, including overhead, of the service or act. The following fee schedule is applied to soil erosion permit and inspection fees:

- (1) Residential/Single Lot Permits
 - a. Annual Plan Review and Inspection Fee: \$250.
 - b. Additional Inspections/Re-inspections: \$100 per inspection.
 - c. Bond: \$500.

CHARTER TOWNSHIP OF OXFORD

Grading Permit # _____
Zoning Permit # _____
Stakes Ready YES NO
Date: _____

300 DUNLAP RD.
OXFORD, MICHIGAN 48371
1-248-628-9787 FAX 1-248-628-8139
www.oxfordtownship.org

Building Permit # _____

Application for Zoning Compliance and Building Permit

PROPERTY LOCATION
ADDRESS _____
TAX ID # _____
LOT # _____
SUBDIVISION _____

CURRENT PROPERTY OWNER
NAME _____
ADDRESS _____
CITY _____ STATE _____
ZIP CODE _____ PHONE _____

IS THIS A HOMEOWNER PERMIT? YES NO

CONTRACTOR INFORMATION
NAME _____
ADDRESS _____
CITY _____ STATE _____
ZIP CODE _____ PHONE _____
CONTACT _____
CONTACTS PHONE # _____
EMAIL _____

LICENSE INFORMATION
LICENSE # _____
EXPIRATION DATE _____
MESC # _____
FED ID # _____
INSURANCE COMPANY _____
POLICY # _____
EXPIRES _____

PROJECT DESCRIPTION _____
DIRECTIONS TO SITE _____
NATURE OF WORK _____
COMMENTS _____
APPROXIMATE SQUARE FOOTAGE OF PROJECT _____

TYPE OF IMPROVEMENT
<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"/> FOUNDATION ONLY
<input type="checkbox"/> SHELL ONLY
<input type="checkbox"/> SHED
<input type="checkbox"/> DECK
<input type="checkbox"/> POOL
<input type="checkbox"/> OTHER _____

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

CURRENT ZONING OF PROPERTY

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.

AFFIDAVIT REGARDING ZONING- I agree the statements made above are true, and if found not to be true, any zoning permit that may be issued may be void. Further, I agree to comply with the conditions and regulations provided with any permit that may be issued. Further, I agree the permit that may be issued is with the understanding all applicable sections of the Charter Township of Oxford Zoning Ordinance will be complied with. Further, I agree to notify the Oxford Township Zoning Administrator for inspection before the start of construction and when locations of proposed uses are marked on the ground. Further, I agree to give permission for officials of the Charter Twp. of Oxford, Oakland County, and the State of Michigan to enter the property subject to this permit application for purposes of inspection. Finally, I understand this is a zoning permit, and that a zoning permit, if used, conveys only land use rights and does not include any representation or conveyance of rights in any other statute, building code, deed restriction, or other property rights.

Signature of Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

Oxford Township Building Department Fee Schedule

DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	AMOUNT OF FEE/CHARGE/RATE	
Building Permits: When required, the fees are based on project costs for all residential, commercial & industrial projects. (materials & labor shall be included in total costs) [See also Other Permits, Other Fees and Bond Fees that may apply per permit. Pg. 2 & 3.]	Value of Improvement \$0.00 - \$1,000.00	\$100.00
	\$1,000.01 - \$50,000.00	\$100.00 (Plus \$4.50 per thousand dollars of project cost, or portion thereof, in excess of \$1,000.00)
	\$50,000.01 - \$500,000.00	\$400.00 (Plus \$4.50 per thousand dollars of project cost, or portion thereof, in excess of \$50,000.00)
	\$500,000.01 and up	\$1,950.00 (Plus \$4.50 per thousand dollars of project cost, or portion thereof, in excess of \$500,000.00)
Trade Permits: Electrical, plumbing & mechanical.	Residential: Single/multi-family (Per single living unit)	0 - 1,500 Sq. Ft. = \$175.00 per each trade
		1,501 - 3,000 = \$195.00 per each trade
		3000 and up = \$215.00 per each trade
	Commercial/Industrial: Multi-tenant commercial spaces shall be treated as individual units and per square footage.	0 - 3,000 Sq. Ft. = \$250.00 per each trade
		3,001 - 8,000 = \$350.00 per each trade
		8,001 - 13,000 = \$450.00 per each trade
		13,001 - 20,000 = \$550.00 per each trade
20,001 and up = \$750.00 per each trade		
Building Code Compliance Plan Review: Residential, Commercial and Industrial.	Total project cost \$0.00 - \$500,000.00	0.0013 of project cost but not less than \$100.00 .
	Over \$500,000.00	\$650.00 plus 0.0005 of project cost over \$500,000.00
Trades Code Compliance Plan Review:	Electrical Plumbing Mechanical	25% of Building Code Compliance Plan Review Fee.
Note: The Building Official may waive plan review fees if the review is deemed unnecessary based on the projects minor nature.		
Re-inspection / Misc. Trade Inspection:	All Trades	\$50.00 per inspection and to be pre-paid.
Mileage:		\$5.00 per inspection and to be pre-paid.

Other Permits

DESCRIPTION OR EXPLANATION	AMOUNT OF FEE/CHARGE/RATE
Demolition: (Plus trade permits at \$50.00 per inspection)	\$100.00
Land Improvement:	
Application Fee	\$120.00
Mileage Zoning Fee	\$5.00
Total Cost	\$125.00
Mobile Home: (Plus trade permits at \$50.00 per inspection)	
Single wide	\$200.00
Double wide	\$250.00
Moving Structure:	\$350.00
Pool: (Plus trade permits at \$50.00 per inspection)	
Above ground	\$150.00
Below ground	\$200.00
Sign: (Plus electrical permit at \$50.00 per inspection-if applicable)	\$100.00
Sewer Permit:	
Township Fee	\$50.00
Mileage Fee	\$5.00
Water Permit:	
Township Fee	\$50.00
Mileage Fee	\$5.00
Zoning Permit:	
Application Fee	\$120.00
Mileage Fee	\$5.00
Total Cost	\$125.00

Other Fees

DESCRIPTION OR EXPLANATION	AMOUNT OF FEE/CHARGE/RATE
Administrative:	\$40.00 Non-Refundable and to be pre-paid
Sewer Connection:	\$3,500.00
Water Tap-In:	\$6,075.00
Water Construction:	\$100.00

BONDS

DESCRIPTION OR EXPLANATION		AMOUNT OF FEE/CHARGE/RATE
New Residential:		960 - 2000 Sq. Ft. = \$300.00
		2001 - 3000 = \$400.00
		3001 - 4000 = \$500.00
		Over - 4001 = \$700.00
New Commercial/ Industrial:		0 - 2000 Sq. Ft. = \$500.00
		2001 - 3000 = \$800.00
		3001 - 4000 = \$1000.00
		4001 - 5000 = \$1500.00
		Over - 5001 = \$2000.00
Miscellaneous Residential/ Commercial/ Industrial:	Accessory Structures - Garage, Pole Barn, Shed, Porch, Deck, etc.	\$100.00
	Additions / Attached Garage	\$200.00
	Remodel	\$100.00
	Moving A	\$2,000.00

CHARTER TOWNSHIP OF OXFORD

Check Permit Type

- Electrical **Excavator**
- Mechanical Water
- Plumbing Sewer

300 Dunlap Road
Oxford, Michigan 48371
248-628-9787 Fax 248-628-8139
www.oxfordtownship.org

Date / /

Permit #

PROPERTY LOCATION	
ADDRESS	_____
TAX ID #	_____
LOT #	_____
SUBDIVISION:	_____

CURRENT PROPERTY OWNER	
NAME	_____
ADDRESS	_____
CITY	_____ STATE _____
ZIP	_____ PHONE _____

IS THIS A HOMEOWNER PERMIT? YES NO

CONTRACTOR INFORMATION	
COMPANY NAME	_____
ADDRESS	_____
CITY	_____ STATE _____
ZIP	_____ PHONE _____
CONTACT	_____
EMAIL	_____

LICENSE INFORMATION	
LICENSE #	_____
CERTIFICATION TYPE	_____
MESC #	_____
FED ID #	_____
INSURANCE COMPANY	_____
POLICY #	_____ EXPIRES <u> </u> / <u> </u> / <u> </u>

*** Please circle all appropriate fees ***

SINGLE FAMILY RESIDENTIAL

0 TO 1500 SQ. FT.	\$175.00
1501 TO 3000 SQ. FT.	\$195.00
3001 SQ FT AND OVER	\$215.00

ADDITIONAL FEES FOR RES./ COMM./ IND.

AC UNIT	\$50.00
BURGLAR ALARM	\$50.00
CAR CHARGER	\$50.00
DEMOLITION INSPECTION	\$50.00
DUCT WORK (Extension)	\$50.00
FACTORY BUILT FIREPLACE (PFP Permit)	\$100.00
FURNACE / Boiler / Woodstove (Additional or Replace)	\$50.00
GAS PIPING	\$50.00
GENERAL INSPECTION	\$50.00
GENERATOR	\$50.00
HOOD SYSTEM (Per Hood)	\$50.00
LAWN SPRINKLER	\$50.00
LP TANK	\$50.00
MOBILE HOME HOOKUP	\$50.00
REINSPECTION	\$50.00
SERVICE / TEMPORARY SERVICE	\$50.00
SIGNS (Per Circuit)	\$100.00
SWIMMING POOL (Above or In Ground)	\$100.00
UNDERGROUND	\$50.00
WATER HEATER / SOFTNER (Additional or Replace)	\$50.00
SEWER CONNECTION - TWP FEE (Excavator)	\$50.00
WATER CONNECTION - TWP FEE (Excavator)	\$50.00
LICENSE REGISTRATION	\$15.00
NUMBER OF INSPECTIONS REQUIRED	_____ x \$5.00 *

(* Mileage cost per inspection)

COMMERCIAL/INDUSTRIAL

0 TO 3000 SQ. FT.	\$250.00
3001 TO 8000 SQ. FT.	\$350.00
8001 TO 13000 SQ. FT.	\$450.00
13001 TO 20000 SQ. FT.	\$550.00
20001 AND OVER	\$750.00

<u>FIRE ALARM SYSTEMS (COMM./ IND. ONLY)</u>	
PULL STATION/BOX	_____ @ \$15.00 _____
SIGNAL DEVICE	_____ @ \$15.00 _____
MASTER PANEL	_____ @ \$15.00 _____

<u>FIRE SUPPRESSION SYSTEM (COMM./ IND. ONLY)</u>	
# OF HEADS	_____ @ \$3.00 _____
UNDERGROUND	\$50.00

NOTES:

PERMIT FEES: \$ _____

REGISTER LICENSE \$ _____

MILEAGE CHARGE \$ _____

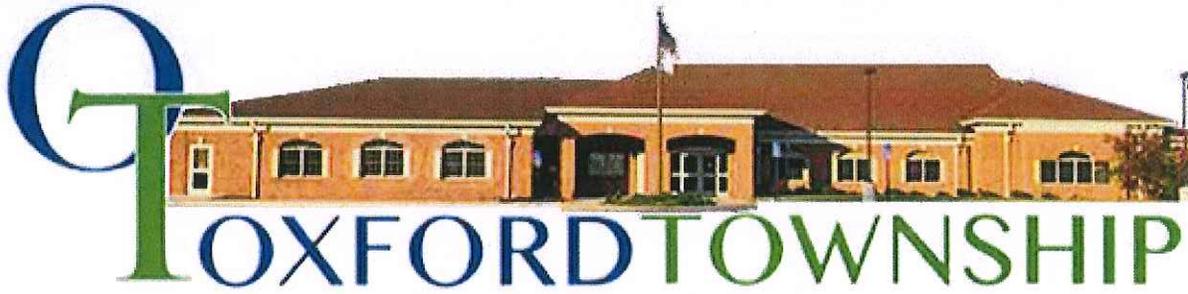
TOTAL: \$ _____

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 a residential structure. Violators are subject to civil fines.

Applicants Signature

Date

Inspections are done on Tuesdays, Wednesdays, and Thursdays between 9AM - 6PM. You MUST call in by 3PM the day before the desired inspection date. Make sure to have your permit number, type of inspection requested, job address and lock box or access information available. All inspections rejected are subject to a \$50.00 re-inspection fee.



CONTRACTOR REGISTRATION
(Please Print)

Name of Company / Contractor: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Qualifying Officer: _____

License Number: _____

Comments: _____

List of all authorized persons to pull permit under your license:

1. Need copy of your license and ID
2. \$15.00 for Building
3. \$15.00 for Mechanical
4. \$15.00 for Electrical
5. \$15.00 for Plumbing

Sign: _____
(Contractor)

Date: _____