

**RAY TOWNSHIP
MINIMUM REQUIREMENTS FOR RESIDENTIAL BUILDING PERMIT**

1. COMPLETED AND SIGNED APPLICATION FORM & COMPLETED AND SIGNED CERTIFICATE OF ZONING COMPLIANCE APPLICATION.
2. VALID SEWAGE DISPOSAL PERMIT (M. C. HEALTH DEPARTMENT)* **SEE BELOW**

NOTE: The final grade of a building shall be a minimum of fourteen (14") inches, up to a maximum of thirty (30") inches, above the tile invert of the field as established by the Macomb County Health Department. Any other variances from these grade requirements must be submitted to the Zoning Board of Appeals. (See Section 203 Building Grades – attached)

3. Water Supply Permit and Well Record. Well required before application is reviewed. ***SEE BELOW**
4. VALID CULVERT PERMIT (M. C. ROAD COMMISSION) ****SEE BELOW**
5. SITE PLAN (3 Copies) (folded) show proposed and existing grade and must show road elevation at both corners using Health Department Bench Mark. Must be a certified engineered grade. Plans no larger than 24 x 36 (Standard) size. Show on site plan: elevation, drain, and swales.
6. 3 PRINTS OF PROPOSED STRUCTURE (stapled & folded) (1 copy retained by Building Department and 1 for Assessor). Over 3,500 sq. ft. requires Architectural Seal and signature on every page. Building Inspector may require copies of roof trusses and /or floor trusses. This includes Commercial. (1 copy to builder). Plans no larger than 24 x 36 (Standard) size.
7. HOMEOWNER'S PERMIT (Estoppel Certificate) or BUILDERS LICENSE REQUIRED FOR BUILDERS.
Builder to furnish letter authorizing application signer if not same name. Builder to furnish: Federal Employer I.D. #, M.E.S.C. Employer #, Workers Compensation Insurance Carrier, Drivers License #, and birth date.
8. SOIL EROSION PERMITS, ACT # 347 (M. C. DRAIN COMMISSION). For house and/or pond. *****SEE BELOW**
9. MICHIGAN UNIFORM ENERGY CODE WORKSHEET-
10. CZC/ PLAN REVIEW FEE: Due with application. (non-refundable)
to 3,499 SQ. FT. - \$ 75.00 3,500 SQ. FT. & OVER - \$ 300.00
11. PERFORMANCE BOND required when permit is issued:
to 3,499 SQ. FT. - \$1,000.00 3,500 SQ. FT. & OVER - \$2,000.00
Bond will be refunded at time of final building approval if (1) building permit has not expired (See page attached), (2) temporary occupancy has not exceeded 6 months.
12. PERMIT FEE: Required when permit is issued. See fee schedule, attached.

A FINAL BUILDING INSPECTION IS REQUIRED FOR OCCUPANCY.
Obtain address from Ray Township Office. ADDRESS POST required for occupancy.

*Macomb County Health Department (586) 469-5236
43525 Elizabeth, Mt. Clemens

**Macomb County Road Commission (586) 463-8671
115 Groesbeck Highway, Mt. Clemens

***Macomb County Drain Commission (586) 469-5327
21777 Dunham Road, Clinton Township

Ray Township (586) 749-5171 Ext 203 / FAX (586) 749-6190
64255 Wolcott Road, Ray Township 48096
Monday thru Thursday 9:00 A.M. to 5:00 P.M.

Complete ordinance available at
www.raytwp.org

RE: 11/2015