



# TOWNSHIP OF RAY

64255 Wolcott Road Ray Township, MI 48096  
Phone: (586) 749-5171  
Fax (586) 749-6190 Website [www.raytownship.org](http://www.raytownship.org)  
County of Macomb

**Board of Trustees**  
Joseph Jarzyna,  
Supervisor  
Lori Lascoe, Clerk  
Betsy Bart, Treasurer  
Betty Grader, Trustee  
Doug Stier, Trustee

## REQUIREMENTS FOR DECK – GAZEBO – PATIO – PORCH PERMIT

---

1. COMPLETED AND SIGNED BUILDING PERMIT APPLICATION FORM.
2. COMPLETED AND SIGNED CERTIFICATE OF ZONING COMPLIANCE.
3. THREE (3) SETS OF CONSTRUCTION PLANS (see example attached)
4. THREE (3) SITE PLANS – indicating size, shape, and distance from property lines and easements. (see example attached)
- 5 HOMEOWNERS PERMIT (Estoppel Certificate) or CURRENT BUILDERS LICENSE REQUIRED. Builder to furnish letter authorizing application letter authorizing signer if not same name. Builder to furnish: Federal employer I.D.#, M.E.S.C. Employer #, Copy of Workman's Compensation Insurance and Liability Coverage, Driver's License # and date of birth.
6. CZC & PLAN REVIEW APPLICATION FEE: \$100.00 - Due with application. (NON-REFUNDABLE).
7. PERFORMANCE BOND \$500.00 required when permit is issued
8. PERMIT FEE: Required when permit is issued. See fee schedule attached.
9. Minimum required inspections: (some decks, gazebos, patios and porches may require additional inspections)
  - A. Post Hole Inspection
  - B. Final Inspection
10. Setbacks – Wood decks cannot be built on any easement or within the required side yard setback of fifteen (15') feet.
11. Foundation – Posts to be set a minimum of forty-two (42") inches below grade. Posts shall bear on undisturbed soil.  
**WARNING:** Location of post within three (3') feet of basement walls may cause the posts to be supported on disturbed soil (backfill) which will cause the posts to settle with the surrounding backfill.
12. PERFORMANCE BOND \$500.00 required when permit is issued
13. PERMIT FEE: Required when permit is issued. See fee schedule attached.
14. A FINAL BUILDING INSPECTION IS REQUIRED FOR OCCUPANCY – ADDRESS POST IS REQUIRED FOR OCCUPANCY  
Address Plate and 4" reflective white numerals for each side of plate can be purchased for \$20.00 at the Ray Township Office.

\*Macomb County Health Department  
43525 Elizabeth Road  
Mt. Clemens, MI 48043  
Phone (586) 469-5512  
Fax (586) 469-5885  
Web: [health.macombgov.org](http://health.macombgov.org)

\*\*Macomb County Department of Roads  
117 South Groesbeck Highway  
Mount Clemens, MI 48043  
Phone (586) 463-8671  
Fax (586) 469-6130  
Web: [roads.macombgov.org](http://roads.macombgov.org)

\*\*\*Macomb County Public Works  
21777 Dunham Road  
Clinton Township, MI 48036  
Phone (586) 469-5325  
Fax (586) 469-5933  
Web: [publicworks.macombgov.org](http://publicworks.macombgov.org)