



# TOWNSHIP OF RAY

## County of Macomb

64255 Wolcott Road, Ray Township, MI 48096

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### Board of Trustees

Eric Crump, Supervisor

Lori Lascoe, Clerk

Betsy Bart, Treasurer

Betty Grader, Trustee

Joe Jarzyna, Trustee

## ACCESSORY BUILDING/DETACHED GARAGE REQUIREMENTS

1. Completed and signed Building Permit Application form.
2. Three (3) copies of Site Plan (folded) Plans no larger than 24"x36" (Standard size). (1 copy retained by Building department and 1 by Assessor, 1 returned to builder/contractor).
3. Three (3) prints of proposed structure (folded) Plans no larger than 24"x36" (standard size). Ordinance attached. (1 copy retained by Building Department, 1 by Assessor and 1 returned to builder/contractor).
4. Two copies of Truss Plans.
5. Show footing depth. For a concrete floor, show rat wall depth.
6. 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 Carrier and Liability Coverage, Driver's License # and date of birth.
7. Section II, D, #17 on application: **STATE SPECIFIC STORAGE USE.**
8. Plan review fee application fee: Due with application (Non-refundable)
  - Plan Review \$125.00
  - Permit fee \$100.00 plus required inspections \$90.00 each
  - Additional inspections and re-inspections \$90.00 – must be paid prior to inspection
  - Bond \$500.00
9. Permit fee, required inspection fees and bond due when permit is issued. Bond and permit fee, if paid by check, must be two separate checks.
10. Electrical, Mechanical and Plumbing permits are separate permits.
11. Once building application is approved, a completed, signed, notarized, and recorded Accessory Building Affidavit of Zoning Compliance is required prior to the issuance of the building permit (**see note below**).

**\*\*NOTE:** Once Application is Approved and prior to the building permit being issued, **THE ACCESSORY BUILDING AFFIDAVIT OF ZONING COMPLIANCE** must be recorded at the Macomb County Register of Deeds by the property owner. The recorded document must be returned to the Township Office.

**RAY TOWNSHIP ZONING ORDINANCE NO 36, SECTION 2900 F. EXPIRATION OF BUILDING PERMIT**

If the work described in any building permit has not begun within six (6) months from the date of issuance thereof, said permit shall expire, except as otherwise provided herein; it shall be cancelled by the Building Inspector; and written notice thereof shall be given to the persons affected.

If the work described in any building permit has not been completed within one (1) year from date of issuance, the permit shall expire unless it is renewed. The Building Inspector may reissue said permit for a second period of one (1) year at the cost of ½ original permit fee. The renewal permit will expire at the end of one (10 year having allowed a total of two 92) years for final construction under original permit.

At the end of two (2) years from the date of issuance of the original building permit, the permit shall expire and the Building Inspector will notify the permit holder in writing of said expiration. No further work may be undertaken and all monies (financial guarantees, plan reviews and permit fees) will be forfeited. To undertake additional work after this period a new application, permit and fees will be required.

SECTION 207: No accessory building or structure shall be converted into living quarters on a lot where a residential dwelling exists.

SECTION 209: Basement or garage swellings which constitute a second separate dwelling are prohibited.

See ordinance attached.