THIS IS A 3-PAGE FORM - ALL INFORMATION IS REQUIRED FOR PROJECT REVIEW

# HISTORIC DISTRICT COMMISSION PROJECT REVIEW REQUEST

DATE:

City of Detroit - Planning & Development Department 2 Woodward Avenue, Suite 808 Detroit, Michigan 48226

PROPERTY INFORM	ATION						
ADDRESS(ES):		AKA:					
PARCEL ID:	HISTORIC DIST	HISTORIC DISTRICT:					
SCOPE OF WORK: Windo Doors (Check ALL that apply)  Demo	Siding Painting	Siding Painting Chimney Balcony Addition  Signage New Major Alteration Site Improvements					
BRIEF PROJECT DESCRIPTI	ON:						
APPLICANT IDENTII	FICATION						
Property Owner/ Homeowner	Contractor	enant or Architect/Engineer/ usiness Occupant Consultant  ANY NAME:					
ADDRESS:	CITY:	STATE: ZIP:					
PHONE:	MOBILE:	EMAIL:					
PROJECT REVIEW R	REQUEST CHECKLIST						
	documentation to your request: NTIRE SUBMISSION UNDER 30MB*	INOTE:					
Completed Building P (highlighted portions o		Based on the scope of work, additional documentation may be required.					
ePLANS Permit Numb applied for permits thro	<b>er</b> (only applicable if you've alrea ough ePLANS)	I See www.detroitmi.gov/hdc for scope- specific requirements.					
, ,	9	g & detailed photographs of the area(s) affected by ptioned, e.g. "west wall", "second floor window," etc					
Description of existing	g conditions (including materials	s and design)					
	(if replacing any existing materia an repairof existing and/or cons	al(s), include an explanation as to why struction of new is required)					
Detailed scope of wor	<b>k</b> (formatted as bulleted list)						
Brochure/cut sheets for	or proposed replacement materia	al(s) and/or product(s), as applicable					
Upon receipt of this document	cation, staff will review and inform v	you of the next steps toward obtaining your building					

permit from the Buildings, Safety Engineering and Environmental Department (BSEtED) to perform the work.

SUBMIT COMPLETED REQUESTS TO: HDC@DETROITMI.GOV

### **P2 - BUILDING PERMIT APPLICATION**

		Date	•
PROPERTY INFORMATION	N		
Address:	Flo	oor:Suite#:	Stories:
AKA:			
Parcel ID#(s):			
Current Legal Use of Property: _	F	Proposed Use:	
Are there any existing buildings			
PROJECT INFORMATION			
Permit Type:	Alteration Addition	Demolition C	orrect Violation
Foundation Only Chang			
Revision to Original Permit #:	<del></del>		
Description of Work (Describe in			
	MBC	Cuse change No M	BC use change
Included Improvements (Check	k all applicable; these trade areas	require separate permit appli	cations)
HVAC/Mechanical Ele	ectrical Plumbing	Fire Sprinkler System	Fire Alarr
Structure Type		-	
New Building Existing	Structure Tenant Space	ce Garage/Access	ory Building
Other: Size	<del></del> .		
Construction involves changes to			
(e.g. interior demolition or construction			
Use Group: Typ	·	MI Bldg Code Table 601)	
Estimated Cost of Construction		<u> </u>	
Structure Use	By Contractor	⊅By De	partment
Residential-Number of Units:	Office-Gross Floor Area	Industrial-Gross	Floor Area
Commercial-Gross Floor Area:			
Proposed No. of Employees:	<del></del>		
PLOT PLAN SHALL BE submitted	<del>-</del>		neasurements
(must be correct and in detail). SH	IOW ALL streets abutting lot,	indicate front of lot, show	v all buildings,
existing and proposed distances t	•		xt rage)
	For Building Department L	-	DI -12
Intake By:	Date:	Fees Due: D	ngBld? No
Permit Description:			
Current Logal Land Llea	Prox	acced Use:	
Current Legal Land Use:		oosed Use:	
Permit#:			
Zoning District:			
Lots Combined? Yes	No (attach zoning c		
<b>Revised Cost</b> (revised permit applic Structural:			
		Notes:	
Zoning:	_		
Other:	Date:	Notes:	

IDENTIFICATIO	(All Fields Requi	red)					
<b>Property Owner/</b>	Homeowner	Property O	wner/Hom	eowner is Permi	t Applicant		
Name:		Con	npany Nan	ne:			
Address:		City:		State:	Zip:		
Phone:		Mol	oile:				
Contractor	Contractor is Permi						
Representative Na	me:	C	ompany N	ame:			
Address:		City:		State:	Zip:		
Phone:	Mobile:		Ema	nil:			
City of Detroit Lice	ense #:						
	USINESS OCCUPA	_					
Name:	Phone: _		(En	nail:			
ADCUITECT/EN	NGINEER/CONSUL	TANT	Architect/F	ngineer/Consulta	nt is Permit Applicant		
	Sta						
	Mobile:						
Phone:	Nobile:			iaii.			
on this permit appl requirements of the inspections related	t I am the legal owner a ication shall be comple e City of Detroit and tak to the installation/work or corporation any port	eted by me. I a ke full respons k herein descr	am familiar sibility for a ibed. I shal	with the applica Il code compliar I neither hire no	ble codes and nce, fees and r sub-contract to any		
•	(Homeowner)				•		
Time (varie)	(Homeowner)				Date.		
	rn to before me this						
Signature:	(Notary Public)		My Co	ommission Expir	es:		
PERMIT APPLICANT SIGNATURE							
restrictions that macertify that the pro to make this applicable laws inspections are re	It the information on the ay apply to this construction posed work is authorized the property of and ordinances of jurisequested and conducted action and that expire	ection and am ed by the ow owner(s) authors diction. I am ed within 180	aware of r ner of the p orized agen aware tha O days of t	ny responsibility record and I hav nt. Further I agre t a permit will o	thereunder. I e been authorized ee to conform to expire when no		
Print Name:	(Permit Applicant)	Signature:			Date:		
			4				
	rn to before me this						
Signature: My Commission Expires:							
	23a of the state const		act of 10	72 1072PA220	MCI 125 1522A		

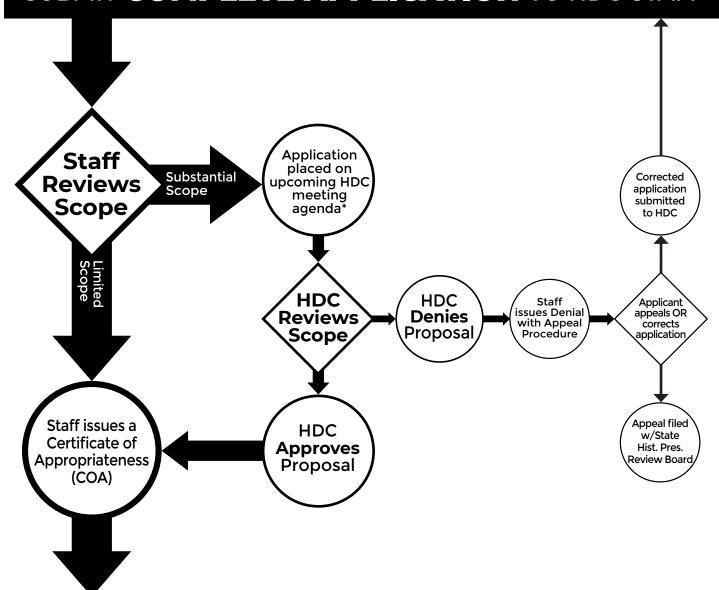
Section 23a of the state construction code act of 1972, 1972PA230, MCL 125.1523A prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Visitors of Section 23a are subject to civil fines.

This application can also be completed online. Visit detroitmi.gov/bseed/elaps for more information.



## HISTORIC DISTRICT COMMISSION REVIEW & PERMIT PROCESS

### SUBMIT COMPLETE APPLICATION TO HDC STAFF



#### **OBTAIN BUILDING PERMIT**

FROM BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPT. (BSEED)

FIND OUT MORE AT: WWW.detroitmi.gov/hdc

<sup>\*</sup> THE **COMMISSION MEETS REGULARY AT LEAST ONCE PER MONTH,** TYPICALLY ON THE SECOND WEDNESDAY OF THE MONTH.

(SEE WEBSITE FOR MEETING SCHEDULE/AGENDAS)