

**CITY OF BIRMINGHAM**  
**Community Development – Building Department**  
**151 Martin Street, Birmingham, MI 48009**

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**Application Requirements for obtaining a Demolition Permit**

A Demolition permit is necessary prior to the complete or partial demolition of any commercial or residential building or structure. For questions regarding demolition permits and procedures, please contact the Building Department at 248-530-1850.

**REQUIREMENTS FOR RESIDENTIAL DEMOLITION**

The owner or the owner's agent must provide the following items at the time of submittal for application for demolition along with all applicable fees:

- I. Approved disconnect notices from the following utilities:
  - Disconnect notice from DTE for electrical service.
  - Disconnect notice from Consumers Energy for gas service.
  - Written verification indicating that telephone and cable lines will be disconnected at the time of demolition.
  - Water disconnect and meter removal. See application: [WATER DISCONNECT APP.](#)
  
- II. Construction documents:
  - A survey of the property showing the proposed structure(s) to be demolished.
  - Verification of written notice to adjoining property owners notifying them of your intent to demolish the structure(s) at this property. Please provide our department with the addresses which have been notified.
  - A 4" X 6" color photograph of the front, back, and both sides of the house you propose to demolish is required.
  
- III. A letter of intent discussing the following requirements explaining how they will be completed and maintained.
  - Rigid fencing will be installed around the entire lot; the front fencing will be back a minimum of 1 foot from the sidewalk.
  - Silt fencing will be buried 6 inches around the perimeter of the property inside the rigid fencing.
  - The property address will be posted on the construction fencing.
  - Sidewalks will be kept clear for passage at all times during demolition or a Sidewalk Obstruction permit obtained from the City Engineering Division.
  - Sidewalks, streets and parkways will be maintained free of dirt and debris.
  - City trees in the right of way will be protected from any damage during construction.
  - The approximate date(s) the demolition will be completed.

**A demolition permit application will not be accepted unless all items above are provided along with all applicable fees.**

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Community Development: 248-530-1850  
 AMG Inspection Request Site: <https://www.accessmygov.com>

Permit # \_\_\_\_\_

Fax: 248-530-1290 / [www.bhamgov.org](http://www.bhamgov.org)

Project # \_\_\_\_\_

**APPLICATION FOR DEMOLITION PERMIT**

<b>I. Project Type / Location</b>			
<input type="checkbox"/> HOUSE	<input type="checkbox"/> HOUSE AND ATTACHED GARAGE	<input type="checkbox"/> HOUSE AND DETACHED GARAGE	<input type="checkbox"/> DETACHED GARAGE
<input type="checkbox"/> EXTERIOR	<input type="checkbox"/> INTERIOR NON-LOAD BEARING	<input type="checkbox"/> SHED	<input type="checkbox"/> COMMERCIAL BUILDING
		<input type="checkbox"/> OTHER _____	
ADDRESS		PROPERTY IDENTIFICATION NUMBER (SIDWELL NO.)	LOT NUMBER
<b>II. Applicant / Project Contact Information</b>			
<b>A. Applicant</b>			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
CELL PHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	EMAIL ADDRESS	
<b>B. Owner or Lessee</b>			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
CELL PHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	EMAIL ADDRESS	
<b>C. Architect or Engineer</b>			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
CELL PHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	EMAIL ADDRESS	
LICENSE NUMBER			EXPIRATION DATE
<b>D. Contractor</b>			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
CELL PHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	EMAIL ADDRESS	
INDIVIDUAL BUILDERS LICENSE NUMBER			EXPIRATION DATE
COMPANY BUILDERS LICENSE NUMBER			EXPIRATION DATE
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)			
WORKERS COMP INSURANCE CARRIER (or reason for exemption)			
UNEMPLOYMENT INSURANCE AGENCY EMPLOYER ACCOUNT NUMBER (or reason for exemption)			

**III. Construction Documents Required**

Complete sets of construction documents as specified below are required with each application for a permit, unless waived by the building official when code compliance can be determined based on the description in the application.

**Construction Documents Required:**

Commercial: 4 sets of plans; 3 original site plans/certified surveys.

**IV. Project Description**

Provide a description of buildings/structures to be demolished including their size in cubic feet.

Work Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**V. Signature**

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

**Section 23a of the state 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 of section 23a are subjected to civil fines.**

SIGNATURE OF APPLICANT	TYPE OR PRINT	DATE
SIGNATURE OF OWNER (Required)	TYPE OR PRINT	DATE
SIGNATURE OF OWNER'S AGENT (Permit holder)	TYPE OR PRINT	DATE

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

**All demolition permit fees and bond monies are due at the time the application is submitted.**

**VI. Department Use Only**

FEE DESCRIPTION	AMOUNT		TOTAL
DEMOLITION PERMIT FEE HOUSE	\$		
DEMOLITION PERMIT FEE GARAGE	\$		
DEMOLITION PERMIT BOND HOUSE	\$		
DEMOLITION PERMIT BOND GARAGE	\$		
COMMERCIAL PERMIT FEE	\$		
COMMERCIAL PERMIT BOND	\$		
		<b>TOTAL</b>	<b>\$</b>
CONTRACTOR REGISTRATION FEE	\$		\$
		<b>PERMIT FEE TOTAL</b>	<b>\$</b>

**VII. Department Use Only**

**APPROVAL SIGNATURE**

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<b>TITLE</b>	<b>DATE</b>
_____	_____