



# TOWNSHIP OF BRUCE

Building Department

223 East Gates Street

Romeo, Michigan 48065

Building Department Direct Line: 586-258-7053

General Office Phone: 586-752-4585 extension 122

Fax: 586-752-4866

Email: [building@brucetwp.org](mailto:building@brucetwp.org)

Web: [www.brucetwp.org](http://www.brucetwp.org)

## I. Building Permit Application Requirements

revised 3/2021

The following information **must** be presented at time of submission. **Incomplete** applications will not be accepted. All building code plans shall comply with the current Michigan Building Code.

### A. APPLICATION FEE:

A non-refundable fee shall be submitted at the time of application. Upon permit issuance, the application fee will be credited to the plan review and building fees.

#### APPLICATION FEES AS FOLLOW:

- Residential alterations, additions, swimming pools, hot tubs, accessory buildings, decks/patios, demolitions, signs, trailers, fire repairs, and other miscellaneous projects not covered below \$50.00
- New single family residential \$100.00
- Additions or alterations to multi-family residential, Commercial and industrial \$100.00
- New multi-family residential, commercial/Industrial \$200.00

### B. SITE PLAN (2 copies) shall include, but not be limited to, the following:

- a. Location of new construction & distances from building(s) to all property lines & center of road
- b. Location of all existing buildings, water courses, swales & ditches
- c. Show & label all easements; wetland boundaries, water surface & floodplain locations & elevations
- d. location of septic field & tank or sewer line; sump line; and well
- e. Site benchmark on USGS datum; elevations at each lot corner, along property lines, retaining walls, grade change points
- f. Finish grade & finish floor elevations for 1<sup>st</sup> floor, garage & basement
- g. Show proposed & existing utility structures, with as-built rim elevations & finish grade elevations; show sidewalks & driveways
- h. Dated, signed & sealed by registered engineer or surveyor

### C. BUILDING PLANS (2 complete sets required) shall comply

with the Michigan Building Code and shall include, but not be limited to, the following:

- a. foundation plan
- b. floor plans shall be proper scale and clearly show room sizes
- c. section cut through fireplace to show construction
- d. indicate floor and roof framing sizes and spacing
- e. show building elevations of all sides and dimensions
- f. indicate correct window sizes and types
- g. cross section of house showing R-factors of insulation and general construction
- h. homes with over 3500 square feet of living space require an architect's seal

### D. LEGAL DESCRIPTION or lot number

E. HOMEOWNERS ASSOCIATION APPROVAL if applicable. . HOA's may have restrictions that are different from Bruce Township regulations/ordinances. Please check with Home Owners Association **prior** to application.

F. COPY OF BUILDER'S LICENSE and information required by State of Michigan Act 135 of 1989

- G. SEPTIC PERMIT issued by the Macomb County Environmental Health Department, 43525 Elizabeth Road, Mt. Clemens, 586-469-5236 or TOWNSHIP SEWER TAP PAYMENT & PERMIT
- H. WELL PERMIT issued by the Macomb County Environmental Health Department (see item E. above)
- I. SOIL EROSION PERMIT issued by Macomb County Public Works Department, Permit Department, 21777 Dunham, Clinton Twp., 48036, 586-469-5325 or letter of exemption
- J. APPROACH PERMIT issued by Macomb County Department of Roads Permit Department, 117 South Groesbeck, Mt Clemens, 48043 586-463-8671 PRIVATE ROADS DO NOT REQUIRE THIS PERMIT
- K. UNIFORM ENERGY CODE (UEC) CALCULATIONS WORKSHEET is required for all new homes (homes over 3500 square feet of living space *also* require a heating plan)

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- \*Lots in Developments may require a review by the association for compliance with their requirements
- \*Detroit Edison 800-477-4747 www.dteenergy.com
- \*SEMCO Energy 800-624-2019 www.semcoenergygas.com
- \*Miss Dig 800-482-7171 or 811

**II. Fees**

**A. BUILDING PERMIT**

*MINIMUM PERMIT FEE \$75.00*

Residential- Single Family

Basement.....	\$ .10/sq.ft.
Garage.....	.15/sq.ft.
1 <sup>st</sup> Floor.....	.15/sq.ft.
2 <sup>nd</sup> Floor.....	.10/sq.ft.

Commercial.....	\$ .18/sq.ft.
Industrial.....	.15/sq.ft.
Accessory Structure.....	.15/sq.ft.

Swimming Pools-		Alteration, remodel or repair
Above ground.....	\$ 75.00	based on cost of construction
Below ground.....	.20/sq.ft.	To \$5,000.....\$75.00
Fence Permit.....	\$ 75.00	Over \$5,001.....add \$3.00 per \$1,000

**B. GENERAL**

Reinspection.....	\$ 40.00
Special inspection	
on job/one hour minimum.....	40.00/hr
Mobile home installation permits include one	
inspection each- plumbing, heating, electrical,	
and building.....	130.00
Application to the Construction Board of Appeals.....	200.00
Sewer tap fee.....	3000.00

**C. PLAN REVIEW FEES**

New Single Family Residential	
Less than 3500 sqft living space.....	\$ 100.00
Over 3500 sqft living space (bldg. & mechanical)	150.00
Residential addition/alteration.....	40.00
Re-Plan review .....	30.00
Commercial/Industrial/Multi-Family.....	50.00 per 1000 sqft
Commercial/Industrial alteration, remodel, repair.....	200.00
Fire Suppression .....	200.00

D. PLUMBING, ELECTRICAL, AND MECHANICAL PERMITS

Costs vary with size and type of job- a complete fee schedule and applications are available on request.

III. Inspections

Bruce Township’s inspectors are employed on a part-time basis; therefore, we ask that inspection requests be made a minimum of one day in advance. Inspections for the following business day must be called in no later than **3pm**. Check website for office hours.

REQUIRED INSPECTIONS:

BUILDING:

- footing- house (before concrete)
- basement wall (before backfill)
- footing-garage (before concrete)
- fireplace, masonry (at damper)
- pea stone (basement floor)
- sand (garage/accessory building floor)
- roofing (during roofing process)
- brick veneer (during bricking process)
- rough (& engineered truss documentation)
- insulation
- final (before occupancy)

PLUMBING:

- underground (inside drains)
- sump line
- rough
- softener
- final

MECHANICAL:

- rough
- fuel storage tank
- fireplace (rough & final)
- gas piping
- final

ELECTRICAL:

- service
- rough
- final

HOUSE GRADE & LOCATION CERTIFICATE

- (preliminary & final)
- BLOWER DOOR TEST
- PHOTOS OF CEILING INSULATION DEPTH & ATTIC FIREPLACE FLUE INSULATION SHIELD

VI. Miscellaneous Information

All QUESTIONS AND INSPECTION REQUESTS must be made through the Bruce Township Building Department office:

223 East Gates Street  
 Romeo, MI 48065  
 Building Department Direct Line: 586-258-7053  
 Fax: 586-752-4866  
 E-mail: [building@brucetwp.org](mailto:building@brucetwp.org)  
 Web site: [www.brucetwp.org](http://www.brucetwp.org)

Messages, questions and inspection requests can be made by leaving a message at the Direct Line on the recorder, or e-mail. Inspections for the following day must be scheduled not later than **3pm**. (For inspection requests - give information regarding site address, type of inspection, permit number, date the inspection is needed; name & phone number of caller; and special instructions regarding entry.)

Permits are granted on the express condition that the CONSTRUCTION SHALL, in all respects, CONFORM TO THE ORDINANCES OF BRUCE TOWNSHIP regulating the construction of buildings, and may be revoked at any time upon violation of any of the provisions of these ordinances.

Building, plumbing, electrical and mechanical PERMITS ARE VALID FOR ONE YEAR. Permits may be renewed for additional one (1) year periods subject to continuing reasonable progress of work and work has not been suspended or abandoned for a period of 180 days.

In addition to a building permit, plumbing, electrical, mechanical, fireplace, softener and gas piping, OTHER PERMITS MAY BE REQUIRED. Application for these permits are to be made by the licensed contractor performing the work or the homeowner when the homeowner is doing the work.

## VI. Miscellaneous Information (continued)

SPECIAL INSPECTIONS and REINSPECTIONS are not included in the regular permit fee and are to be paid before another inspection will be scheduled.

For ROUGH and FINAL INSPECTIONS, the plumbing, mechanical and electrical work must be approved before the building inspection can be scheduled.

TOILET FACILITIES MUST BE PROVIDED for construction workers throughout the project.

A DUMPSTER MUST BE PROVIDED and the construction site be kept clear of debris throughout the project.

**Prior to and during construction**, it is required the ADDRESS BE DISPLAYED IN 4" NUMBERS, and made visible from the road. Township Ordinance #172 also requires, prior to occupancy, a PERMANENT ADDRESS POST be located not more than 20 feet from the road right-of-way and not more than 10 feet from the vehicular entrance or drive to the principal building. (See example at end of document)

A PRELIMINARY HOUSE GRADE & LOCATION CERTIFICATE is required prior to beginning rough carpentry. This must be a certified as-built elevation of the lowest floor (including the basement) completed by a registered land surveyor, engineer or architect.

AN AIR LEAKAGE / BLOWER DOOR test certificate is required before final building inspection.

A FINAL HOUSE GRADE & LOCATION CERTIFICATE is required prior to a final building inspection. This must be a certified as-built elevation certificate showing elevations at the house & the perimeter of the lot.

Prior to a rough building inspection, DOCUMENTATION FOR ENGINEERED TRUSSES and joists must be filed with the building department.

LETTER CONFIRMING TYPE AND R-VALUE OF INSULATION IN ATTIC is required.

If the construction is within the SEWER AND/OR WATER DISTRICT OF THE TOWNSHIP, a sewer and water tap permit is required. These permits can be issued only to a licensed contractor registered with the Township.

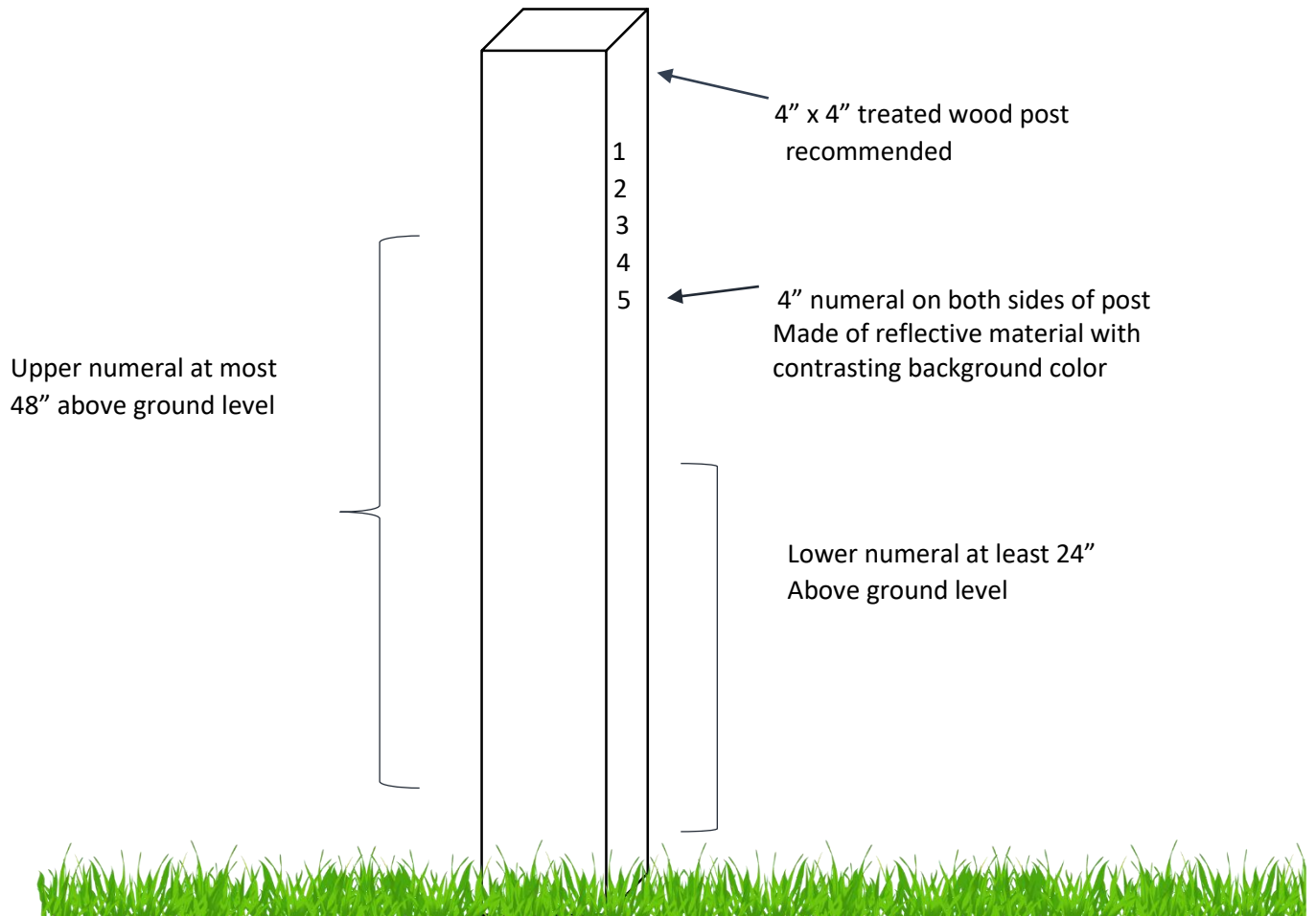
## RE-INSPECTION FEES

A re-inspection fee of \$40.00 will be charged if any building, electrical, mechanical or plumbing inspection does not meet inspectors' requirements. The inspector must have a **clear and safe way** to get into the property and structure or the inspection will not be done, and a re-inspection fee will be charged. The re-inspection fee **must be paid** before the inspector will go out for a re-inspection.

# BRUCE TOWNSHIP

## STREET NUMBER ORDINANCE #172

ADDRESS POSTS ARE REQUIRED PER BRUCE TOWNSHIP ORDINANCE #172 AT ALL RESIDENTIAL DWELLINGS



A POST SHALL BE LOCATED NOT MORE THAN 20 FEET FROM THE ROAD RIGHT OF WAY AND NOT MORE THAN 10 FEET FROM THE VEHICULAR ENTRANCE OR DRIVE TO THE PRINCIPLE BUILDING

For further information or special regulations on multiple dwellings or commercial buildings, contact the Bruce Township office during regular business hours at 223 E Gates Street, Romeo, Michigan 586-752-4785