



**BUILDING DEPARTMENT
SUMPTER TOWNSHIP
23480 SUMPTER RD
BELLEVILLE, MI 48111
734-461-6201 X 2233**

**BLDG CLERK: ACHEENIA HALL
EMAIL: ACHEENIAHALL@SUMPTERTWP.ORG
PHONE: 734-256-4420**

**YOU ARE REQUIRED TO HAVE THE FOLLOWING ITEMS BEFORE A
BUILDING PERMIT IS ISSUED FOR AN ADDITION**

**BE ADVISED: THE PLAN REVIEW PROCESS TAKES 3-4 WEEKS,
ASSUMING PLANS ARE PROPERLY PREPARED.**

1. Permit Application

- a. A complete application for building permit, including property tax # (Sidwell #)
- b. If the new structure is being built by someone other than the homeowner, a copy of the builder's state license, certificate of insurance and Federal ID #. If homeowner is doing the work, sign the homeowner affidavit.
- c. Two sets of blueprints & specs on the new structure (one will be returned, when approved by building official).
- d. All plans must adhere to 2015 Michigan Residential Code (MRC) standards
- e. Plan review fee: \$200.00
- f. Plot plan required showing setbacks, as well as proposed & existing grades, swales, limits of fill and contours.
 - i. Front corners & one side to be staked with 4' stakes, as well as home location.
- g. Note – site plan drainage to be 2% slope to a minimum of ten (10) feet away from house elevations.
- h. Energy compliance report required

2. Septic Tank Permit – from Wayne County Department of Environmental Health (WCEHD)

3. Water Tap Permit – (see Water Dept. for application) or well permit (if applicable) from WCEHD.

4. Copy of ownership record (Registered Deed, Land Contract)

Note – Minimum roof pitch is 6/12

While you are waiting for approval on items 2-5, from the respective Local and County Departments, you may submit items from #1 for approval.

Temporary house numbers are required at the road during construction. Permanent house numbers are required after construction, must be clearly visible from the road at drive entrance. Approved plans and specifications are to be available for all inspectors at job site, at all times. Homeowner is to open account with Detroit Edison (DTE), AS SOON AS POSSIBLE.

NOTICE: The water table affects most footing locations in Sumpter Twp & surrounding areas. It is recommended by this office that the bottom of the footing be no less than one (1) inch above the water table. It is therefore recommended that a posthole be dug at the time of staking to a depth of four (4) feet. Before excavation, the hole will be inspected by the excavator. Example: If the water in the post hole is at thirty (30) inches below the existing grade, the bottom of the footing shall be no more than twenty-nine (29) inches below the existing grade.

BUILDING DEPARTMENT
Sumpter Township
23480 Sumpter Rd.
Belleville, MI 48111
(734) 256-4420

Site Plan:

- ☐ indicate size of structure & location
- ☐ indicate location of all power lines
- ☐ indicate location of septic system
- ☐ indicate drainage of site & drainage ditches
- ☐ indicate driveway location & type of materials to be used
- ☐ indicate length of all property lines & easements

Building Plan:

- ☐ indicate location/size of all windows, doors, & openings
- ☐ indicate header size for all bearing walls
- ☐ draw all four (4) elevations & cross section in detail
- ☐ floor plan shall indicate window, door, & interior walls

Zoning:

- ☐ R-1
- ☐ R-2
- ☐ MR
- ☐ Agricultural
- ☐ Rural Farm
- ☐ Other (Commercial, Industrial, Etc.)

Section 4.18. - Schedule of area, height and placement regulations.

The following regulations regarding lot sizes, yards, setbacks, lot coverage, structure size and densities apply within the zoning districts as indicated, including those "additional regulations" referred to in the following table.

No structure shall be erected, nor shall an existing structure be altered, enlarged or rebuilt, nor shall any open space surrounding any structure be encroached upon or reduced in any manner, except in conformity with the regulations hereby established for the district in which such structure is located. No portion of a lot used in complying with the provisions of this ordinance for yards, lot area, occupancy, in connection with an existing or projected structure, shall again be used to qualify or justify any other structure existing or intended to exist at the same time.

Zoning District	Minimum Lot Size Per Dwelling Unit		Maximum Building Height (a)			Minimum Yard Setback (b)			Minimum Floor Area Per Dwelling Unit (d)
	Area (m)	Lot width	Stories	Feet	Front (a,c)	Side	Total of two (2) Side Yards	Rear	
AG, Agricultural District	1 acre	150 ft.	2	35	50 ft.	20 ft.	40 ft.	50 ft.	1,200 sq. ft.
RF, Rural Farm District	1 acre	150 ft.	2	35	40 ft.	20 ft.	40 ft.	50 ft.	1,200 sq. ft.
R-1, Country Home District	1 acre	150 ft.	2	28	40 ft.	20 ft.	40 ft.	50 ft.	1,200 sq. ft.
R-2, Single-Family Residential District	(f)	(f)	2	28	30 ft.	10 ft.	25 ft.	40 ft.	1,200 sq. ft.
RM, Two-Family and Multiple Family Residential District	(e)	150 ft.	2	30	25 ft.	10 ft.	25 ft.	50 ft.	(h)
RMH, Manufactured Housing Park District	10 acres	(see section 6.33)							
CBD, Central Business	---	---	3	40	---	---	---	---	---

District									
C-1, Local Business District	--	100 ft.	2	30	30 ft.	10 ft.	20 ft. (i)	20 ft.	--
C-2, General Business District	--	150 ft.	2.5	30	45 ft.	10 ft.	20 ft. (i)	20 ft.	--
LI, Light Industrial District	1 acre	200 ft.	4	40	50 ft.	20 ft.	40 ft.	20 ft.	--
GI, General Industrial District	2 acres	250 ft.	3	50	75 ft.	30 ft.	60 ft.	30 ft.	--