

ROSE TOWNSHIP  
BUILDING DEPARTMENT  
PERMIT PROCEDURE

1. A building permit is required for any addition or subtraction of square footage of a structure, work that involves structural changes, changes in exits, changes in use or new structures over 200 square feet in floor area.
2. A building permit must be obtained before any excavation or construction is started. An additional permit fee will be charged for work started without a permit.
3. A homeowner who is doing the work themselves on their principal residence may obtain their own permits.
4. Homeowners who hire a licensed contractor must require the contractor to obtain the permit.
5. To obtain a building permit you must submit the following information:
  - A. Completed "Building Permit and Plan Review Application".
  - B. Plot plan showing dimensions of property, location of Septic, well, all existing and new buildings. Include distance from front, rear and side lot lines. New homes must include well and septic separation distance;
  - C. Two sets of building plans. Construction plans for new houses must be accurate in detail and dimensions for this job. All changes must be noted on the plans. One set will be kept by the inspector, the other will be returned to the applicant;
  - D. Applications for new construction and additions must contain documentation proving that construction meets the requirements of the 2003 Michigan Uniform Energy Code. Copies of the Code may be purchased from the Township Office or downloaded online for free at <http://www.mi.gov/dleg/0,1607,7-154-10575---,00.html>;
  - E. Soil erosion permit from Oakland County Drain Commission if work is to involve soil disruption within 500 feet of a lake or river not completely enclosed on owners property or any body of wetlands over five acres in size;
  - F. New home construction requires a copy of a perk test from Oakland County Environmental Health Department. This perk permit must be less than two years old;

NOTE: Proof of final approval of both well and septic required for Certificate of Occupancy

G. Driveway permit from Oakland County Road Commission if driveway is to be connected to county maintained road.

6. Information for a permit must be brought to:

David Schang  
9080 Mason Street  
Holly, Michigan 48442  
248 634-0030

7. Any alterations, replacements, additions or subtractions of heating, plumbing or electrical requires an appropriate permit. The inspectors are:

A. Electrical Inspector  
Greg Calme  
(248) 887-0067

B. Plumbing Inspector  
Glenn Thomas  
(810) 640-1990

C. Mechanical Inspector  
David Schang  
(248) 634-0030

D. Building Inspector  
David Schang  
(248) 634-0030