



CITY OF DEARBORN
DEPARTMENT OF BUILDING & SAFETY
 4500 Maple . Dearborn, MI 48126 . (313) 943-2150

FOR OFFICE USE ONLY
PERMIT NO.
DATE

REVISED DOCUMENTS APPLICATION

- A Revised Documents Application shall be submitted whenever additional information or revised documents have been requested, or if any changes are proposed in the project.
- Applicant of the original documents must be the same applicant of the revised documents. If the applicant is different, the property owner shall submit a Change of Contractor Form.
- Plan review fees for revised documents shall be \$5 per page with a minimum of \$25.
- Neighborhood Association Review must be re-submitted, if applicable.
- Revised permits will incur additional fees.

The City of Dearborn understands that reviews must be performed in a timely manner and that you will be anxious to begin construction. However, it is important that construction documents are reviewed carefully to determine whether or not they comply with code and ordinance requirements. Please remember that accurate construction documents may prevent costly mistakes, additional labor and time delays before and after construction begins.

1. REQUIREMENTS	
<input checked="" type="checkbox"/> All noted deficiencies have been corrected on the revised documents. <input checked="" type="checkbox"/> Revisions must be clouded on the revised documents. Refer to denial letter for information on required documentation. <input checked="" type="checkbox"/> Five (5) sets of revised documents shall be submitted for all <u>commercial</u> projects and <u>new residential single-family homes</u> . <input checked="" type="checkbox"/> Three (3) sets of revised documents shall be submitted for <u>all other residential projects</u> .	
2. SITE ADDRESS (include ZIP CODE)	
3. REVISIONS REQUESTED BY:	4. CHANGE IN CONSTRUCTION VALUE, if any
<input type="checkbox"/> Inspector _____ (name) <input type="checkbox"/> Plan Reviewer _____ (name) <input type="checkbox"/> Developer/Owner	<input type="checkbox"/> increase <input type="checkbox"/> decrease \$ _____
5. <input type="checkbox"/> Revised plans are being submitted prior to permit issuance. <input type="checkbox"/> Revised plans are being submitted after permit issuance. <input type="checkbox"/> Revised plans are being submitted after Appeals Board decision.	6. BOARD OF APPEALS: If a variance has been granted pertaining to the work proposed, provide appeal number: _____ and attach copy of Zoning Board approved plans.
7. DESCRIPTION OF REVISION	
_____ _____ _____ _____	
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_____ _____ _____ _____	

PROPERTY OWNER INFORMATION/AFFIDAVIT (must be completed ONLY if scope of work is changing)			
8. I do hereby certify that I am the owner and/or authorized agent of the property herein described as (PRINT SITE ADDRESS) _____ and that I have given the applicant herein named permission to perform the work described in this application and the accompanying documents, which are a part of this application.			
9. PROPERTY OWNER NAME (PRINT)	10. If Business Name, print authorized agent's name		
11. PROPERTY OWNER'S ADDRESS	12. CITY/STATE/ZIP		
13. PHONE NUMBER	14. EMAIL ADDRESS (optional)		
15. SIGNATURE OF PROPERTY OWNER/AUTHORIZED AGENT			16. DATE
NOTARIZED CONTRACTOR-APPLICANT INFORMATION/AFFIDAVIT			
17. COMPANY NAME		18. DEARBORN CONTRACTOR REGISTRATION NUMBER	
19. COMPANY ADDRESS		20. COMPANY PHONE NUMBER	
21. CITY/ STATE/ ZIP		22. COMPANY EMAIL ADDRESS or FAX NO.	
23. NAME OF COMPANY-AUTHORIZED REPRESENTATIVE (PRINT)	24. DATE OF BIRTH	25. DRIVER'S LICENSE OR STATE ID NUMBER AND EXPIRATION DATE	
I affirm that the information provided in this application and the accompanying drawings which are a part of this application, is accurate. Application is hereby made for a permit to perform the work described in this application and the accompanying drawings which are a part of this application. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances adopted and enacted by the City of Dearborn. All contractor registration information on file with the City Clerk's Office must be current. 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 in a residential building or a residential structure. Violators of section 23a are subjected to civil fines.			
26. SIGNATURE OF COMPANY-AUTHORIZED REPRESENTATIVE			27. DATE
28. NOTARIZATION: Subscribed and sworn to before me this _____ day of _____, _____ _____ (signature) Notary Public, _____ County, Michigan. _____ (Notary printed name) My commission expires _____			
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PLAN INTAKE CHECKLIST:			
1. Application is legible and complete with owner's signature & a reachable phone number <input type="checkbox"/> YES <input type="checkbox"/> NO			
2. Three (3)/five (5) copies of site plan and other plans are legible, complete with dimensions <input type="checkbox"/> YES <input type="checkbox"/> NO			
3. Neighborhood Association/Historical District Review			
<input type="checkbox"/> APPROVED	Additional Comments:	NUMBER OF SHEETS _____ X \$5 <i>(minimum \$25)</i>	\$
<input type="checkbox"/> APPROVED AS NOTED		REVISED PERMIT FEE	\$
_____		_____	_____
_____		_____	_____
_____		PAY THIS AMOUNT	\$
_____	Plan reviewer		
_____	Date		