REVISED DOCUMENTS APPLICATION

1. PERMIT SITE ADDRESS

Plan review documents will be reviewed as quickly as possible for code & ordinance requirements.

2. REQUIREMENTS

- All noted deficiencies have been corrected on the revised documents.
- Revisions must be clouded on the revised documents. Refer to denial letter for required documentation.
- FOUR (4) COMPLETE SETS of plans including the revised documents shall be submitted for all commercial projects and new residential single-family homes.
- Three (3) sets of revised documents shall be submitted for all other residential projects.

3. REVISIONS REQUESTED BY:

   - Inspector _____________________________
   - Plan Reviewer _________________________
   - Developer/Owner

4. CHANGE IN CONSTRUCTION VALUE, if any

   - Increase
   - Decrease

5. Revised plans are being submitted prior to permit issuance.

   - Revised plans are being submitted after permit issuance.
   - 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. LIST DESCRIPTION OF REVISIONS:

   ______________________________________
   ______________________________________
   ______________________________________
   ______________________________________

FOR OFFICE USE ONLY

CONTINUED ON REVERSE SIDE
PROPERTY OWNER INFORMATION/AFFIDAVIT – AUTHORIZING CHANGE IN SCOPE OF WORK
(must be completed ONLY if scope of work is changing)

8. (PRINT PERMIT SITE ADDRESS) ____________________________________________________________

9. PROPERTY OWNER NAME (PRINT) 10. If Business Name, print authorized agent’s name

11. PROPERTY OWNER’S HOME ADDRESS 12. CITY/STATE/ZIP

13. PHONE NUMBER 14. EMAIL ADDRESS (optional)

15. SIGNATURE OF PROPERTY OWNER/AUTHORIZED AGENT FOR CHANGE IS SCOPE OF WORK 16. DATE

NOTARIZED CONTRACTOR-APPLICANT INFORMATION/AFFIDAVIT

17. COMPANY NAME 18. DEARBORN REGISTRATION NUMBER

19. COMPANY ADDRESS 20. COMPANY PHONE NUMBER

21. CITY/ STATE/ ZIP 22. COMPANY EMAIL ADDRESS or FAX NO.

23. NAME - AUTHORIZED REPRESENTATIVE (PRINT) 24. DATE OF BIRTH 25. DRIVER’S LICENSE OR STATE ID NUMBER

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.
My commission expires ________________

____________________________ (Notary printed name)

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PLAN INTAKE CHECKLIST:
1. Application is **legible and complete** with owner’s signature & a reachable phone number □YES □NO
2. Three (3)/four (4) copies of site plan and other plans are legible, complete with dimensions □YES □NO
3. Neighborhood Association/Historical District Review sign off. □YES □NO

☐APPROVED  ☐ 1ST REVISION  ☐ 2ND REVISION
☐APPROVED AS NOTED  ☐ APPLICANT DESIGN REVISION
☐DENIED Additional
Comments:

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