

BUILDING PERMITS

A building permit is your formal permission to begin construction or demolition. It means that the Municipality of Richfield Township has reviewed the plans for any new structure, addition or renovation. Plans must comply with the State of Michigan Building Code, local zoning laws and other applicable laws and regulations.

Building permits regulate the type of construction allowed in the community and help to ensure building standards are met. The building permit process protects each home owner's interests, as well as those of the community and helps to ensure that any structural change is safe, legal and sound.

By obtaining a permit, you can also take advantage of the professional expertise of Building Department Staff. Inspectors are good sources of information and can offer suggestions to help solve construction problems, often before they occur.

In many cases your designer or contractor will get permits on your behalf. However, it is the building owner who is ultimately responsible for complying with all building requirements

Soil Erosion Permits in some cases are required. The building inspector will determine if a soil and erosion permit is required. These permits are issued at Genesee County Water and Waste Department (G-4610 Beecher Rd., Flint, MI 48532, 810-732-7870).

WHEN DO I NEED A BUILDING PERMIT?

You must obtain a building permit before you do any of the following (this is a partial list please contact the township if any questions on needing a permit):

- Construct a new building
- Renovate, repair or add to a building
- Demolish or remove all or a portion of a building
- Change a building's use
- Install, change or remove partitions and load-bearing walls
- Make new openings for or change the size of doors and windows
- Build a garage, balcony, deck or enclose an existing deck
- Build a utility shed
- Excavate a basement or construct a foundation
- Install or modify any life safety or fire suppression system such as fire alarms, sprinkler or standpipe or fixed extinguishing systems
- Install kitchen or bathroom cabinets with plumbing
- Reconstruct a chimney
- To finish a basement or convert a room to a bedroom
- To install a pool or hot tub
- Erect signage

You do not need a building permit to:

- Replace existing, same-size doors and windows, subject to distance from property lines
- Install siding on small residential buildings, subject to distance from property lines
- Re-shingle a roof, provided there is no structural work
- Install eaves troughs, provided that drainage is contained on your property
- Paint or decorate
- Reinstall/replace kitchen or bathroom cupboards without plumbing
- Erect a fence (except swimming pools and outside hot tubs)

WHAT HAPPENS IF I DO NOT GET A PERMIT?

It is unlawful to start construction without the necessary permits. If you start construction without the necessary permits, you may be ordered to stop work, ordered to remove work already done, or prosecuted. Contact the Building Department if you are not sure whether you need a permit for your project.

WHAT DOES THE BUILDING INSPECTOR DO?

A building inspector reviews projects during key stages of construction to ensure work complies with the building code and the plans originally submitted for review. The inspector may visit a site several times depending on the project. They must be able to see the work that requires inspection. An inspector requires a minimum of 24 hours notice to book an inspection.

State Plumbing, Electrical and Mechanical inspections and approvals are necessary prior to final inspection and occupancy permits being issued by township building inspector. You can fill out and submit a Mechanical Permit Application, Electrical Permit Application and Plumbing Permit Application online at the State of Michigan Website (www.michigan.gov/documents/dleg).

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| Electrical | 810-744-0903 | Inspector: Barb |
| Plumbing | 810-760-2905 | Inspector: Mike |
| Mechanical | 810-229-3027 | Inspector: Tom |