



Building Department
3040 N. Prospect Rd.
Ypsilanti, MI 48198

SUBMITTALS REQUIRED FOR RESIDENTIAL CONSTRUCTION

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SITE PLANS

A site plan (3 copies required) of the parcel or lot is required for all new residential construction and for all other residential construction which involves an addition to, or a change in the number, size or shape of any structure(s). The site plan must show the following:

1. Grade changes proposed on site.
2. The size and location of new construction and existing structures on the site and distances from lot lines.
3. All easements on the property.
4. Overall outside dimensions of the building or structure.
5. Any wetlands, floodplain, or other site features.

CONSTRUCTION DRAWINGS

Three (3) copies of construction documents, drawn upon suitable material, shall be provided. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the proposed work and show in detail that it will conform to the provisions of the code.

At minimum, a foundation plan, floor plan, building section view and elevations shall be provided. Construction of a residence which exceeds 3500 sq. ft. of “calculated floor area” shall be prepared, sealed and signed by a Michigan registered architect or engineer.

MICHIGAN UNIFORM ENERGY CODE

Submit energy code compliance data and compliance method information with all building permit applications for new single family dwellings and additions to existing buildings.

WELL AND SEPTIC PERMITS

In areas with private utilities, well and or/septic permits must be obtained from the Washtenaw County Health Department and a copy of the permits must be submitted with the building permit application.

For all additions or alterations which increase the number of bedrooms, submit an approval letter from the Washtenaw County Sanitarian or a copy of a permit.



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PUBLIC WATER/SEWER

Payment of availability and trunk and transmission fees to the Superior Township Utility Department is required. Submit a copy of the paid receipt with the building permit application.

DRIVEWAY PERMITS

All new driveway construction which abuts County Roads requires a permit from the Washtenaw County Road Commission. A copy of the permit must be submitted with the building permit application.

SOIL EROSION PERMIT

Submit a photocopy of a soil erosion permit (or waiver) issued by the Washtenaw County Soil Erosion Division when the construction disturbs more than one acre or occurs within 500 feet of surface water (lakes, ponds, rivers, wetlands and storm drains including roadside drainage ditches) and disturbs more than 225 square feet.

WETLAND PERMIT

Township and possibly MDEQ permits are required for any work in or affecting a wetland. "Work" includes, but is not limited to removing soil, dredging, and construction (including driveways).