



City of Roosevelt Park  
900 Oak Ridge Road  
Roosevelt Park, Michigan 49441  
(231) 755-3721

SIGN PERMIT APPLICATION

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Owner/Lessee Name: \_\_\_\_\_

Address: \_\_\_\_\_

Type of Sign: \_\_\_\_\_ New \_\_\_\_\_ Repair \_\_\_\_\_ Replacement \_\_\_\_\_ Temporary

\_\_\_\_\_ Wall/Panel \_\_\_\_\_ Ground Support  
\_\_\_\_\_ Projecting \_\_\_\_\_ Canopy  
\_\_\_\_\_ Pole \_\_\_\_\_ Window  
\_\_\_\_\_ Illuminated \_\_\_\_\_ Non-Illuminated

Location of Sign: \_\_\_\_\_

Value to Install Sign(s): \_\_\_\_\_

Property Dimensions: Front \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_ Rear \_\_\_\_\_

Building Dimensions: Width \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_

Sign Area: \_\_\_\_\_ Sq. Ft.

Sign Height \_\_\_\_\_ Ft. (Measured from grade to top of sign)

Projection from Building \_\_\_\_\_ Ft.

Grade Clearance \_\_\_\_\_ Ft. (Measured from grade to bottom of sign)

Please attach a drawing showing the following:

- For ground/pole supported signs: The approximate location of the proposed sign with regards to distance from the sidewalks and/or road right-of-way. Please include any existing signs on the property.

- For wall-mounted, canopy or projecting signs: The approximate location of the proposed sign with regards to the building wall on which the proposed sign will be constructed.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

For office use only:

Sign permit application: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_

Reason for denial \_\_\_\_\_

**WILL NEED A BUILDING PERMIT WITH DRAWINGS, AND AN ELECTRICAL PERMIT**

# City of Roosevelt Park – Building & Construction Fees

## Building Permit Rate Table

Building permit fees will be calculated based on the value of the proposed improvements being constructed. The value of the proposed improvements will be established by one of the two following methods:

A copy of the contract from the licensed contractor performing the work is provided showing the cost of the improvements; or

The Building & Zoning Inspector will calculate the value of the proposed improvements using the Square Foot Construction Cost Table as published by the *Building Safety Journal* and/or the schedule outlined in the sections below.

<u>Value of proposed improvement</u>	<u>Fee for permits</u>
\$1 - \$1000	\$40.00
\$1001 - \$5000	\$40.00 + \$2.25 / \$100 over \$1,000
\$5001 - \$10,000	\$40.00 + \$2.75 / \$100 over \$1,000
\$10,000 - \$250,000	\$315 + \$5.50 / \$1,000 over \$10,000
\$250,000- \$2,000,000	\$1,650 + \$9.00 / \$1,000 over \$250,000
Over \$2,000,000	\$17,400 + \$5.00 / \$1,000 over \$2,000,000

## Miscellaneous Construction Activity - Fees

- **Swimming Pools** – Determined by permit fee schedule.
- **Signs** – Construction/installation - Determined by the regular permit fee schedule.
- **Sheds**
  - o Under 200 square feet - \$25.00 development permit.
  - o Over 200 square feet - Determined by the regular permit fee schedule.
- **Fences** - \$25.00.
- **Demolition** - \$100.00.
- **Relocating a structure** – Determined by the regular permit fee schedule.
- **Miscellaneous/additional Inspections** – An additional fee of \$40.00 may be assessed when determined necessary by the Building & Zoning Inspector due to unanticipated or additional re-inspections.

## **Plan Review Fee**

Residential (1 & 2 Family)

Under \$20,000 improvement	\$25.00
Over \$20,000 improvement	\$50.00

For buildings with an estimated construction value up to \$3,000,000, the Building Plan Review fee is 0.0029 of the estimated value (\$250 minimum). For buildings with an estimated construction value over \$3,000,000 up to \$6,000,000, the fee is \$8,700 plus 0.0006 of the estimated value over \$3,000,000. For buildings over \$6,000,000, the fee is \$10,500 plus 0.0005 of the valuation over \$6,000,000.

The plan review fee for Electrical, Mechanical, Plumbing, Fire, Accessibility, and Energy Reviews is computed at 20 percent of the Building Plan Review fee for each discipline (\$250 minimum).

The Sprinkler Review fee is based on the number of sprinkler heads: 1-100, \$275; 101-200, \$325; 201-300, \$350; 301- 400, \$375; 401-500, \$425; over 500, \$500 plus \$0.33 per sprinkler over 500. For hydraulically designed systems, multiply the fee by 2.



## ELECTRICAL PERMIT FEES SCHEDULE Revised 5/1/2005

Application Fee (Non-refundable)	\$ 30.00
Service Upgrade, Change of Panel, Sub-Panel	
Up to 200 Amp.	\$ 15.00
Over 200 amp thru 600 amp	\$ 20.00
Over 600 amp thru 800 amp	\$ 23.00
Over 800 amp thru 1200 amps	\$ 30.00
Amps over 1200 GFI only	\$ 60.00
Circuits	\$ 5.00 each
Fixtures (lighting)	\$ 9.00 (per 25)
Signs	
Unit	\$ 10.00
Letter	\$ 15.00
Neon – each 25 feet	\$ 20.00
Power Outlets – Includes ranges, dishwasher, disposal, dryer, etc.	\$ 10.00 each
Heating and Cooling Units	\$ 8.00 each
Furnace and temperature control equipment, air conditioner, electrical heating units (baseboards).	
Feeders-Bus Ducts, Etc. – per 50 feet	\$ 9.00
K.V.A. and H.P. each unit	
Up to 20 K.V.A. or H.P.	\$ 9.00
21 to 50 K.V.A. or H.P. over	\$ 15.00
51 K.V.A. or H.P. and over	\$ 18.00
Fire Alarm (Pull Station or Sounding Devices)	
Up to 10 Devices	\$ 75.00
11 to 20 Devices	\$100.00
Over 20 Devices (each)	\$ 8.00
General Repairs	\$ 25.00
Energy Retrofit – Temperature Control	\$ 45.00
Special – Conduit Only or Ground Only	\$ 45.00
Inspections	
Rough-In Inspection	\$ 35.00
Final Inspection	\$ 35.00
Re-Inspection – Additional	\$ 35.00
Special/Safety Inspection	\$ 40.00
Meter inspection to turn on power (Flat Fee)	\$ 25.00
Hazardous location area wiring as defined by Article 500	\$ 50.00

\*\*Hazardous location area wiring: Required permit fees shall be doubled for hazardous location area wiring as defined in Article 500 of the National Electrical Code (Gasoline Pumps, Spray Booths, etc.)

New Residential Flat Fee - \$100.00

Plan Review Fee is 25% of Permit Fee