

Deck Permit Packet

General Rules:

[See Deck Guide for additional rules](#)

Documents Required:

- Building Permit Application:
Complete the application sections
 - Skip the contractor information if you are applying as a the homeowner
- Plans:
Use the provided template or use a Google satellite image to show:
 - Need detail plans for the deck
 - Need to show where on the property the deck will be located.
- Driver's license (if being pulled by the homeowner)

Submittal:

You can submit via:

- Email to bldg@sterlingheights.gov
- In person at the Building Department
- Mail to:
Attn: Building Department
40555 Utica Rd.
Sterling Hts., MI 48313- Attn: Building Department

If you have additional questions, please feel free to call us at 586-446-2360 or email us bldg@sterlingheights.gov

**BUILDING PERMIT
APPLICATION NO:
PB**



40555 Utica Road, P.O. Box 8009
Sterling Heights, Michigan 48311-8009
Phone (586) 446-2360

Email permit applications to: bldg@sterlingheights.gov
Inspections are scheduled online at www.sterlingheights.gov

1. JOB LOCATION

Street Address		Sub, Lot #, Building		Date of Application	
Owner's Email Address:				*ALL CORRESPONDENCES WILL BE EMAILED *	
Owner's Name		Owner's Phone #:		Driver's License	
Owner's Address				State	Zip Code
Additional Contact Person				Telephone Number	

2. DESCRIPTION OF WORK: Circle or fill in blanks for everything that applies to your project. * This is REQUIRED *

Type	NEW BUILDING	ADDITION	ALTERATION	REPAIR	FIRE-REPAIR	MOBILE HOME	SOLAR PANEL
	TENT	AWNING	GAZEBO	DECK	PERGOLA	GARAGE	ROOFING
	DEMOLITION SQ. FT: _____						
SHED:	POOL:		CONCRETE:			FINISHED BASEMENTS:	
WOOD	STORABLE --- ABOVE GROUND --- INGROUND		REPLACEMENT OR NEW			SQ. FT. OR APPROX % FINISHED _____	
METAL	GUNITE * CONCRETE		DRIVEWAY * FRONT PORCH * REAR PORCH * SIDE PORCH			BATH: SINK * TOILET * TUB * SHOWER * JACUZZI	
PLASTIC	FIBERGLASS * PLASTIC		SHED PAD * GARAGE FLOOR * DRIVEWAY EXTENSION			BEDROOMS: ____ BATHROOMS	
	BROOM FINISH * DECORATIVE (STAMPED, BRICK PAVERS, AGGREGATE)			KITCHEN * FIREPLACE * WET BAR			
RESIDENTIAL	SINGLE FAMILY		TWO OR MORE FAMILY		HOTEL / MOTEL		PLAN NUMBER ON FILE: _____
	No. of stories _____		No. of units _____		No. of units _____		
NON-RESIDENTIAL	THEATER / SOCIAL HALL		PARKING STRUCTURE		STORE / MERCANTILE		REPAIR / GAS STATION
	PUBLIC UTILITY		INDUSTRIAL		HOSPITAL / INSTITUTION		OFFICE
					OTHER _____		CHURCH
OTHER (NOT LISTED)							

3. CONTRACTOR INFORMATION (ONLY IF APPLICANT)

Contractor's Name		Driver's License Number	
Contractor's Address		City	State
		Zip Code	
Contractor's Email Address:		*ALL CORRESPONDENCE WILL BE EMAILED *	
Telephone Number	Date of Birth	Federal Employer ID Number (or reason for exemption)	
Worker's Compensation Insurance (or reason for exemption)		MESC Employer Number (or reason for exemption)	
Contractor License Type		License Number	Expiration

BY SIGNING THIS APPLICATION I CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE CITY OF STERLING HEIGHTS. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

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 on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF APPLICANT (Homeowner must also sign affidavit - Item #4)

4. Homeowner Affidavit

I hereby certify the work described on this building permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the building code and shall not be covered up or put into operation until it has been inspected and approved by the Building Inspector. I will cooperate with the Building Inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

5. BUILDING PERMIT AND PLAN REVIEW FEES

		TOTAL
APPLICATION FEE (NON REFUNDABLE)	\$55.00	\$55.00
PLAN REVIEW DEPOSITS		
Single Family Residential	\$650.00	
Commercial Alteration	\$266.00	
New Commercial/Industrial Building	\$1,315.00	
Commercial/Industrial Addition	\$650.00	
PLAN REVIEW FEES		
Plan number on file	\$128.00	
Misc. plan review	\$75.00	
MISC.		
Mobile homes	\$173.00	
Concrete	\$77.00	
Antenna	\$77.00	
Awning	\$77.00	
Solar Panels	\$150.00	
Canopies	\$77.00	
Tents	\$77.00	
Gazebo/Pergola	\$77.00	
Roof or Re-roof	\$77.00	
Sheds (Between 50 - 200 sq. ft)	\$77.00	
Deck/Porch	\$77.00	
Swimming pool (Above Ground)	\$77.00	
Swimming pool (Below Ground)	\$158.00	
Swimming pool (Storable)	\$77.00	
Demolition	\$75.00 + \$.10 per square foot	
Res. Basement Finish	\$261.00	
Res. Interior Finish	\$261.00	
Fire Repair/ Water repair	\$300 + construction value	
Minor Commercial Alterations under 400sqft	\$247.00	
Misc.	\$77.00	
Building moving	\$335.00	
Re-Inspection Fee	\$74.00	
Re-establish expired permit	\$75.00	
Expedited Review commercial/industrial interior alterations & temporary tents	\$236.00	
TOTAL FEE		

MAKE CHECK PAYABLE TO "CITY OF STERLING HEIGHTS"	
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FOR BUILDING DEPARTMENT USE ONLY				
USE GROUP		CONSTRUCTION TYPE	SQ. FOOTAGE	GARAGE
REFERENCED/CON	STRUCTION CODE	OCCUPANCY LOAD	FIRE SUPPRESSION	
Total Bedrooms	Total Baths			

ADDRESS: _____

___ FT

BACK PROPERTY LINE

6' WIDE EASEMENT

BACKYARD

___ FT

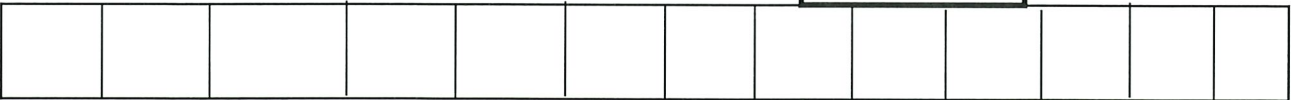
HOUSE

FRONT DOOR

GARAGE

___ FT

FRONT YARD



RESIDENTIAL PLOT PLAN
TEMPLATE

MODIFIED
3/11/2024

SIDE PROPERTY LINE

SIDE PROPERTY LINE

