



City of Novi
Community Development
Residential (**NEW HOUSE**) Building Permit Application Requirements
248.347.0415

- Building Permit Application
- \$455.50 submittal fee
- THREE (3) SETS** of construction building plans (Signed and sealed if calculated square footage is greater than 3,500 sf). **BUILDER IS TO PROVIDE CALCULATIONS IF PLANS ARE NOT SEALED.**
- THREE (3) SETS** of heating/cooling plans – if heating & cooling system are greater than 375,000 Btu's. (Signed & Sealed, Act 299)
- Plumbing plans when the **CALCULATED** square foot is greater than 3,500 square feet (Signed & Sealed).
- Electrical drawings when the electrical system is greater than 400 amps & 3,500 square feet (Signed & Sealed).
- THREE (3) SETS** of truss layouts.
- THREE (3) SETS** of completed MICHIGAN UNIFORM ENERGY CODE 2009 WORKSHEETS or ResCheck.
- Manual J Worksheet (HVAC calculations)
- Land Improvement Application
- Land Improvement Checklist
- EIGHT (8)** Plot Plans (meeting all requirements of the grading plan checklist and specifying the proposed elevation of footings and brick ledges).
- Woodland/Wetland Affidavit (If property contains wetlands or woodlands a \$345.00 plan review fee **FOR EACH** is required at the time of submittal).
- Right of Way Application (submitted to the Engineering Department). To see if applicable please contact our Engineering Department at 248.347.0454.
- Soil erosion permit. To see if applicable, please contact Maureen Underhill at 248.735.5678.
- Well Permit from Oakland County Health Department
- Septic permit approval from Oakland County Health Department – if applicable.
- Developer or homeowner's association approval (ALL EXCEPT: Island Lake, Liberty Park, Knightsbridge Gate and Bella Terra).
- \$5,000.00 site restoration bond (refundable)

Fees due at time of submittal:

1. \$455.50 Building Permit Application
2. \$345.00 Woodland/Wetland Plan Review Fee (if applicable)

Thank You!
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