

CITY OF BAY CITY – BUILDING DEPARTMENT

301 Washington Ave, Bay City, MI 48708 Room #402

www.baycitymi.org (989) 894-8162

rev 8/7/08

Building Permits **DO NOT** cover installation or changes of Electrical, Mechanical, and/or Plumbing work that may be part of the project. Separate Permits are required for such work.

NEW CONSTRUCTION OR ALTERATIONS – RESIDENTIAL OR COMMERCIAL

Building Permit Requirements:

- Zoning Approval Required
- Sealed Plans (3 sets) & Plan Review fee on Commercial Structures
- Sealed Plans (3 sets) & Plan Review fee on Residential Structures over 3500 sq ft
- Plans (not required to be sealed) on Residential Structures under 3500 sq ft may be required

Items NOT REQUIRING Building Permits

Cabinets / Counter Tops	Garage Doors (overhead) – Residential Only
Floor Covering (carpet, linoleum, tile)	Interior Trim Work
Painting (interior or exterior)	Play Equipment for 1 and 2 – Family Home
Sheds – Residential (200 sq ft or less) Commercial (120 sq ft or less)	Windows (same size replacements) – if frame is altered, made larger, smaller, or changed in width, then a permit is required.
Siding – Including Soffit, fascia, & awnings (residential only)	
Driveways & Sideways – Not exceeding 30” above adjacent grade	

Feel Free to visit our website to obtain a Permit application or any other information you may need.

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ITEMS REQUIRING BUILDING PERMITS – Permit Fee is based on project cost, unless specified

ADDITIONS – Zoning approval required

Basement –footing, backfill, insulation, rough, & final Inspection required

Crawlspace –footing, insulation, rough, &final inspection

ACCESSORY STRUCTURES – COMMERCIAL

Zoning Approval Required

121 sq ft or more – requires footing & final inspections

ACCESSORY STRUCTURES – RESIDENTIAL

Zoning Approval Required

201 sq ft or more – Requires footing & final inspections

BASEMENT WATERPROOFING SYSTEM

Requires backfill & final inspections

BLOCK & MASONRY WORK

Requires rough & final inspections

DOORS – EXTERIOR ENTRANCE & PATIO

Requires final Inspection only

DRYWALL – More than one sheet

Requires rough & final inspection

GARAGE – Zoning Approval Required

Requires slab / footing and final inspection

INSULATION – Rough & Final inspections required

STRUCTURE CHANGES – all interior/exterior load

bearing and/or non-load bearing changes require permits.

Requires 2 inspections – Rough & Final

POOLS – 24” IN WATER DEPTH AND MORE

Requires final inspection only – above ground bonding & final – in ground

RAILINGS – RESIDENTIAL & COMMERCIAL

EXTERIOR AND/OR INTERIOR

HAND AND/OR GUARD

Final inspection only required

RAMPS - RESIDENTIAL & COMMERCIAL

Zoning Approval Required

Footing and Final inspections required

ROOF – COMMERCIAL - \$64.40

NEW DECKING / SHEETING

NEW TRUSSES

STRUCTURE OR PITCH CHANGE

Requires Rough & Final inspections

ROOF – RESIDENTIAL-IF >25% IS

REPLACED

NEW DECKING / SHEETING

NEW TRUSSES

STRUCTURE OR PITCH CHANGE

Requires Rough & Final inspections

SOIL EROSION

Requires 2 inspections

STAIRS / STEPS

Rough & Final inspections required

WINDOWS – altered window opening

Rough & Final inspections required

- Items requiring rough inspections must have inspections completed by sub-trades prior to scheduling rough or final Building Inspections.
- Zoning approval is required for all exterior alterations on structures located within the Historic Districts – including those not requiring a Building Permit
- **Residential** – 1 and 2 Family, Townhouses **Commercial** – everything except 1 & 2 Family