



# Concrete Patchwork Porch Information

## **IMPORTANT INFORMATION ON WHO CAN APPLY FOR PERMITS**

- Permits must be obtained before starting work!
- All work shall be performed according to the current Michigan Building Code for commercial and Michigan Residential Code.
- Homeowners are allowed to obtain permits for projects on private property only (driveways, service walks, porch cap replacements, garage floor replacements).
- Only licensed contractors are able to obtain concrete permits for projects on public property (city sidewalks, aprons, curb cuts).
- Contractors must have a valid State of Michigan Residential Builders license and be registered with the City of Dearborn Clerks Office.
- Applicant must pick up permit in person or an authorized agent of the applicant. A notarized letter of authorization must be on file for the agent.

## **REQUIRED PLANS FOR CONCRETE WORK**

- A current survey or site plan drawn to 1/16in. = 1 foot or 1 in. =20 ft:  
[3 copies for residential projects; 4 copies for commercial projects]
  - All property lines, easement, buildings and structures with dimensions
  - All existing concrete and dimensions of all proposed new concrete or replacement concrete
  - Porches & steps require 3 sets of scaled drawings – front & side elevations, footings, & handrails.
- A copy of the signed contract for the proposed project shall be submitted.
- Property Owner Association and/or Historical District Review approvals:
  - \* Dearborn Hills Civic Association    \* Golfcrest Country Club Civic Association
  - \* Springwells Park Civic Association    \* West Lane Civic Association    \* Ford Homes Historical District

## **FEES – PLAN REVIEW & PERMIT**

**All permits \$100 processing fee - Residential plan review fee \$15 Min - All Commercial projects \$50**

### Flatwork Permit Fees

Curb cuts are based on lineal feet (\$2 each lineal foot); minimum \$25.

Public property (sidewalk/approach) is based on lineal feet (\$ .30 per lineal ft); minimum \$30.

Private property is based on square feet (\$8.00 per 100 square feet); minimum \$50.

### Porch, Porch Steps, Porch Cap or Garage Floor Permit Fees

The above projects are based on construction value (\$100 up to \$2,000 value); minimum \$100.

Each additional \$1000 of construction value adds \$15 in permit cost.

## **RESIDENTIAL FLATWORK SPECIFICATIONS & ORDINANCE REQUIREMENTS:**

- Residential lot coverage of concrete & brick pavers cannot exceed 25% of the total property.
- Request for variances on concrete lot coverage are reviewed by the Zoning Board of Appeals.
- If you have previously obtained a variance for this project, provide the appeal number and submit a copy of the approved Zoning Board Plans with your permit application.
- All concrete shall be air entrained. Total air content shall not be less than 5% or more than 7% with a minimum compressive strength of 3500 psi.
- Driveways, patios, walks and parking areas shall be a minimum of 4 inches in thickness.
- Driveway approach and the sidewalk in front of the approach shall be a minimum of 6 inch thickness.
- An appropriate base course consisting of clean graded sand, gravel or crushed stone shall be compacted to assure uniform support of the slab.
- All driveways shall be formed properly to prevent runoff onto the adjacent properties.
- Side-by-side driveways require a forms inspection prior to a final inspection.
- Minimum driveway width is 9ft, and minimum parking pad space is 20ft x 20ft.

**GARAGE FLOOR REPLACEMENT SPECIFICATIONS**

- Garage floor replacements shall be saw cut a minimum of 2 inches and a maximum 6 inches from the inside edge of the wall plate. (All old concrete is to be removed.)
- Approved expansion joint material shall be installed the full depth of the pour around the complete perimeter. (Expansion joint must be in place at the time of the, floor before concrete, inspection.)
- Garage floors require a forms inspection.

**PORCH CAP REPLACEMENT SPECIFICATIONS**

- New porch caps shall be reinforced by either #10-6x6 wire mesh or #4 re-bar @ 12 inches on center.
- Concrete expansion material shall be used the full depth of the concrete cap where the porch is recessed or where brick columns are used.
- A bond break shall be between the top of the foundation wall and the underside of the new porch cap.
- A bond break shall be created between any new or existing wood and the side of the new porch cap.
- Guardrail installations required by code (>30 inch height porch) must be in place prior to final inspection.

**PORCH STEP SPECIFICATIONS**

- Plans must comply with current building codes and ordinances.
- A 8in x 42in footing is required for 2 or more steps.
- Four or more risers require a handrail.
- Riser heights and treads cannot vary more than 3/8 inch, and stairs must be uniform over entire run.

**COMMERCIAL PROPERTY PROJECTS, ENGINEERING STANDARDS & INSPECTIONS**

Commercial property projects require Engineering Division review. These project applications take approximately five (5) days to be processed.

- Plans must demonstrate compliance with accessibility spec. ICC/ANSI A117.1
- Provide minimum specified compressive strength per table 1904.2.2(2) severe exposure.
- Provide percentage of air entrapment per table – severe exposure.
- Curb details must comply with Engineering standards. Contact the Engineering Department.
- Driveway approach and the sidewalk in front of the approach must be a 6 inch minimum thickness.
- Provide topographical plans (slopes) where required.
- Inspections for public property are scheduled by calling the Engineering Division at (313) 943-2145.

**INSPECTIONS FOR PRIVATE PROPERTY**

- All permits/compliance certificates and approved plans must be present at all times on the construction site. These documents must be accessible to the inspector.
- Forms, footing, and final inspections maybe required depending on your project.
- Inspections for private property are scheduled by calling the Automated Inspection Scheduling System at (313) 943-2400. Please have your permit number and three-digit inspection code when calling.

The following inspections are required for concrete permits/compliance certificates:

<u>Concrete flat work</u>		<u>Porch work</u>	
Forms approval before concrete	(Code 101)	Porch footing inspection before concrete	(code 110)
Concrete Final inspection	(Code 140)	Porch floor before concrete	(code 117)
		Porch final inspection	(code 140)
<u>Garage floor work</u>			
Footing slab before concrete	(Code 102)	Concrete floor before concrete	(Code 116)
Final inspection	(Code 140)		

***Homeowners are discouraged from obtaining permits on behalf of a contractor. The City of Dearborn addresses code & ordinance issues with the permit holder.***



# CITY OF DEARBORN

PERMIT & PLAN REVIEW OFFICE

## CONCRETE FLATWORK & PORCH APPLICATION

### FOR OFFICE USE ONLY

Date Submitted \_\_\_\_\_

Application No. \_\_\_\_\_

Intake Initials \_\_\_\_\_

### 1. SITE ADDRESS

PARCEL # (REQUIRED FOR PUBLIC PROPERTY)

### 2. DESCRIPTION OF PROPOSED CONCRETE WORK (check all that apply)

**Private Property**     Commercial    or     Residential

**Public Property**  
**Reviewed & Inspected by Engineering**

Service Walk \_\_\_\_\_ Sq Ft

City Sidewalk \_\_\_\_\_ Lineal Ft

Driveway \_\_\_\_\_ Sq Ft

Street Approach \_\_\_\_\_ Lineal Ft

Patio or Brick Paver \_\_\_\_\_ Sq Ft

Curb Cut \_\_\_\_\_ Lineal Ft

Garage Floor Repl \_\_\_\_\_ Sq Ft - Value \$ \_\_\_\_\_

### 3. DESCRIPTION OF PROPOSED MASONRY PORCH WORK

Replace Porch Cap – Dimensions: \_\_\_\_\_ Construction value \$ \_\_\_\_\_

Replace Steps - Quantity of \_\_\_\_\_ Steps, Porch height \_\_\_\_\_ inches, Using existing footings , or Installing new footings

Build New or Enlarge Masonry Porch

Rebuild Masonry Porch on existing footings

Build New or Enlarge Masonry Porch and New Roof

**Note: 2 steps or more require footings.**

### 4. CONTRACTOR-APPLICANT INFORMATION/AFFIDAVIT

Application is hereby made for a permit to perform work described in this application and the accompanying drawings, which are a part of this application. All contractor registration information filed with the City Clerk's Office must be current. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn.

NAME

ADDRESS

CITY

STATE

ZIP

E-MAIL ADDRESS

PHONE NUMBER

FAX NUMBER

DRIVER'S LICENSE OR STATE ID NUMBER

DATE OF BIRTH

CITY REGISTRATION NO.

EXPIRATION DATE

WORKER'S DISABILITY COMPENSATION

NUMBER OF EMPLOYEES

INSURANCE CARRIER (or reason for exemption)

EMPLOYER IDENTIFICATION NUMBER

MESC EMPLOYER NUMBER

(or reason for exemption)

(or reason for exemption)

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

**SIGNATURE OF CONTRACTOR-APPLICANT**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public, Wayne County, Michigan \_\_\_\_\_ Commission expires \_\_\_\_\_



# CITY OF DEARBORN

## PERMIT & PLAN REVIEW OFFICE

### 5 PROPERTY OWNER AUTHORIZATION

I am the owner of this property and I have given the applicant permission to perform the work described in this application & drawings and granting permission to the City of Dearborn to access my property perform the necessary inspections.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**SIGNATURE OF PROPERTY OWNER** \_\_\_\_\_

**APPROVED**

**Additional  
Comments:**

**APPROVED  
AS NOTED**

\_\_\_\_\_  
Plan reviewer

\_\_\_\_\_  
Date

Admin Processing Fee

\$ ~~100.00~~

Plan Examination Fee

\$ \_\_\_\_\_

Porch Permit Fee

\$ \_\_\_\_\_

Flatwork Permit Fee

\$ \_\_\_\_\_

Investigative Fee

\$ \_\_\_\_\_

**PAY THIS AMOUNT**

\$ \_\_\_\_\_