



3338 Coolidge
 Berkley, Michigan 48072
 (248) 658-3320
 FAX (248) 658-3301
www.berkleymich.org

DRIVEWAY APPLICATION

Work being done at:

Address: _____ Day Telephone: _____
 Name of Property Owner: _____

Contractor/Applicant:

Company Name: _____
 License Holder: _____
 Address: _____ City: _____ State/zip: _____
 Telephone: _____ Email: _____
 Federal Employer ID number: _____ Contractors License Number & Expiration: _____

If contractor is not pulling the permit in person, a letter of authorization must be present to obtain a permit.

Authorized person (not the contractor): _____ Drivers License Number: _____

Requirements: Site plan showing where driveway will be installed, minimum size 8 1/2 x 11 inch paper.

How wide is the driveway? <i>Minimum width is 9 feet</i>	Are you enlarging it?
How wide is the approach at the curb?	Are you enlarging it?
How long is the driveway?	Are you relocating the driveway?
How many approaches?	Are you replacing the service walk? <i>Additional fees required.</i>
Will you be cutting the curb? If so, how many feet will be cut?	Corner Lot (yes or no)?
Are you replacing the approach or the City sidewalk? <i>Additional fees and bond required.</i>	Do you have an attached garage?

Driveways shall be poured so that water runoff will not adversely effect the adjoining property.

Please be advised that fees are set with the understanding that typically one or two inspections will be required. If additional inspections are necessary due to violations or inspectors being locked out, a \$30 reinspection fee will be charged.

I agree to repair any damage done to public or private property.

This certificate is granted on the express condition that the said construction shall, in all respects, conform to the ordinances of this jurisdiction including the zoning ordinance, and may be revoked at any time upon violation of any provisions of said ordinances.

Signature

Print Name Signed

Date Received

Received by (Department Representative)

Department use only:

Approved

Stipulations

Date

**CITY OF BERKLEY BUILDING DEPARTMENT
HOMEOWNER PERMIT**

Michigan State Law gives a homeowner who lives or intends to live in a single family house an exemption that allows him to act as his own contractor for that single family house

This means that a homeowner may obtain a permit for work at his own home. If you choose to act as your own contractor and obtain the required permits, please be aware of the following:

- As the permit holder, you incur all of the liability and all of the responsibility that a licensed contractor would normally assume.
- The City of Berkley cannot assist you in any cause of action against an unlicensed contractor you have hired to perform work under the permit you obtained.
- As the permit holder, it is your responsibility to have a complete understanding of the current codes.
- As the permit holder, you are responsible to correct any code violations regardless of whether or not a contractor or other persons did the work under the permit you obtained.
- As the permit holder, you are responsible for completing the job under the permit you obtained.

I have read and understand the conditions set forth by the State of Michigan for the issuance of a permit to a homeowner.

(Print Name)

(Address)

(Signature)

(Date)

(Driver's License Number)

(Date of Birth)

(Phone Number)

EMAIL _____

* Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Acts of 1972, being Section 125.15231 of the Michigan Compiled Laws



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 3338 Coolidge Hwy
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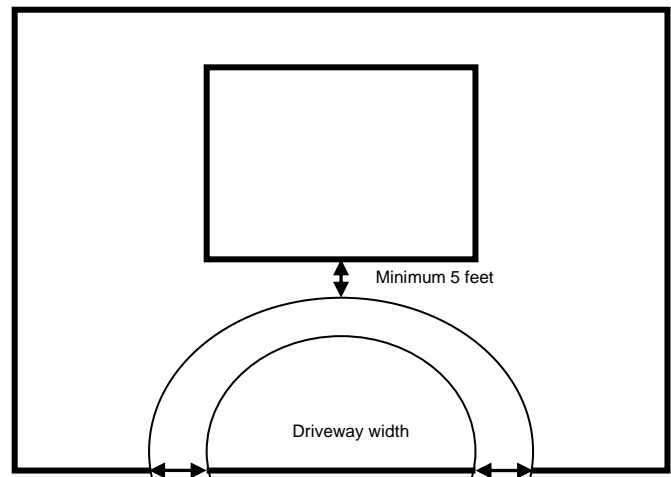
CITY OF BERKLEY, MICHIGAN

RESIDENTIAL DRIVEWAY SPECIFICATIONS

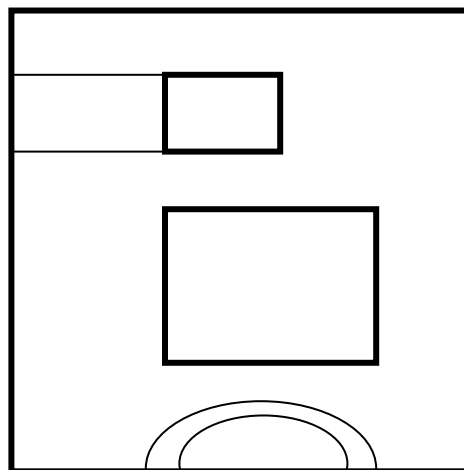
Number of Driveways Permitted.

(1) *For Parcels less than 100 feet wide.* No more than one driveway and approach per dwelling unit shall be permitted.

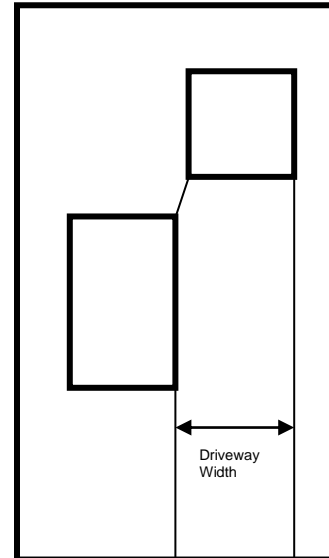
(2) *For Parcels 100 feet or more in width.* A circular driveway with two approaches on the same street is permitted. Circular driveways shall not exceed 10 feet in width and shall not be less than 5 feet from the front building line. The driveway shall not be less than 5 feet from the side lot line as measured along the front lot line. Total pavement within the front yard shall not exceed 35% of the front yard.



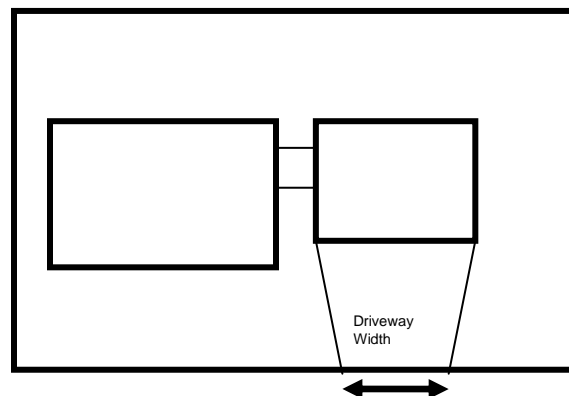
(3) *For parcels 100 feet or more in width and a Corner Lot.* In addition to the circular driveway described above, a separate driveway and approach from the side street is permitted if garage access is required.



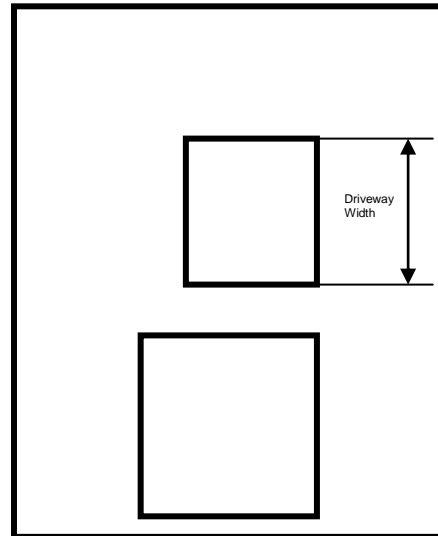
- *Parking in the Side and Rear Yards.* No parking shall be permitted on any residential lot or combination of residential lots, in the side or rear yards except upon a hard surface material.
- *Recreation vehicles.* Recreation vehicles, as defined in Chapter 70, *Mobile Homes, Trailers, and Recreational Vehicles* of the *Berkley City Code*, shall be stored in a garage or in the rear yard. See Section 70-3, *Parking outside of licensed park*, for further requirements.
- *Parking in the Front Yard.* No parking shall be permitted on any residential lot or combination of residential lots, in any portion of the area extending between the residential structure and the public street, except upon a driveway area, parking strip or garage existing to the side of the residential structure.
- *Interior Lots.* The width of the driveway area or parking strip shall not exceed 16 feet between the front building line and the front lot line.



- *Interior Lots with Attached Garages.* The width of a driveway area or parking strip shall not exceed the width of the garage and shall taper uniformly to a width of 16 feet at the front lot line.



- *Corner Lots.* Garages on corner lots shall be rotated so the driveway accesses the side street. See Section 33-115 *Accessory Buildings and Structures* for setback requirements. The width of a driveway area or parking strip shall not exceed 20 feet or the width of the garage, whichever is greater. The width of the driveway may be maintained to the side lot line.



- *Lots Fronting on Greenfield.* Those residential lots fronting on Greenfield Road between 12 Mile Road and Catalpa shall be permitted a driveway approach not exceeding 20 feet in width in the area between the lot line and the street curb wherein parking in an east-west direction shall be permitted, subject to all other parking regulations.
- *Lots Backing to Coolidge.* Those residential lots backing to Coolidge between Twelve Mile Road and Webster that have a driveway and approach onto Coolidge as of June 19, 2008 shall be allowed to maintain and replace said driveway and approach. No additional driveways or approaches onto this portion of Coolidge shall be permitted.

Construction

All parking areas and drives shall be provided with paving having an asphaltic or portland cement binder at least 4 inches in depth so as to provide a permanent, durable, and dustless surface. Single family residential driveways may be constructed of masonry pavers. All parking areas shall be graded and drained so as to dispose of all surface water accumulated within the area according to Oakland County requirements prior to the issuance of an occupancy permit. Approaches shall be provided with paving having a portland cement binder at least 6 inches in depth. Approaches shall have a 2 foot flare on each side of the driveway.

A zoning certificate shall be required for all driveway replacement and construction. The fee for driveway replacement is \$70. If the approach or sidewalk need to be replaced, additional fees and construction bond will also be required.