

Building a Home in the City of Frankenmuth

BUILDERS REQUIREMENTS

1. Builder must provide a copy of current license at time of application (*A homeowner may secure a permit for their own home construction and take responsibility for quality and workmanship*)
2. Signature of license holder or qualifying officer must be included on all permit applications
3. License number and date of expiration must be included on all permit applications
4. Federal Employer ID number
5. Workers Compensation Insurance carrier
6. MESC employer number
7. Submit current Energy Form [in effect Oct. 24, 2008]
8. Carbon Monoxide and smoke detectors
9. Submit a Mechanical Heating and Cooling form – calculation per ACCA Manual J

SITE PLAN

A Site Plan is required that shows the location of any existing structures including, drainage structures, the sizes, the dimensions, and the distances of the structures from the property lines and each other. Regulations vary between zoning district. If you have any questions, call Phil Kerns at 652-9901.

BUILDING PLANS

Building plans must be drawn to scale and have all necessary dimensions, including floor plan of all levels, a cross section of all conditions, elevations, and beam sizes, truss drawings from fabricator, window dimensions, and specifications on any engineered structural product. A minimum of 2 sets of plans must be submitted.

PLUMBING, MECHANICAL, AND ELECTRICAL PERMITS

The City of Frankenmuth enforces the Michigan Building, Electrical, Mechanical and Plumbing Codes. Permits for these trades are applied for through the Building Codes Authority. All contractors must be licensed by the State of Michigan, and register their licenses with the City Building Codes Authority.

CONNECTING TO CITY UTILITIES

Sanitary sewer and water connections need to be inspected upon hook up, before backfill. In order to secure a water meter, City staff must complete all water and sewer inspections. Please contact the Water Department for an inspection 24 hours prior to the desired inspection time. The City will not provide a meter until the inspection has been approved. Photos are not acceptable. All water meter and meter installation costs are the responsibility of the builder.

The City of Frankenmuth collects a system development fee for maintenance and investment in its water and sanitary sewer system. These fees are one time payments and are based on meter size. The fees are \$158.12 for a standard 5/8" x 3/4" residential meter. All residential water services shall be a minimum of 1 inch type K copper with flared fittings. For 1-1/2 inch and larger services please contact the Water Department.

Water shut off valves located in the driveway or in the sidewalk require a special set in riser to be placed around the valve box or shut off apparatus before pouring concrete. Contact the City Water Department to obtain one.

For homes within areas regulated by an agreement with the City of Saginaw, an additional one-time payment of the City of Saginaw of \$2,460 is required.

Please coordinate utility requests with the City of Frankenmuth Water Department at (989) 652-8987

SOIL EROSION PERMITS

Submit Soils Erosion Permit, or waiver, issued by Saginaw County Drain Commissioner. Call (989) 790-5258 or download the permit at saginawcounty.com/PublicWorks and then look for the link to permits and forms.

DRIVEWAYS AND SIDEWALKS (Right of Way Permits)

Each home constructed in the City of Frankenmuth is responsible for installation of a sidewalk along the frontage of the lot(s). Sidewalks shall be 4 ½ feet wide, located at the edge of the right of way and 4 inches thick and meet all other City specifications prior to issuance of a certificate of occupancy. The contractor shall coordinate the location and verify the specifications with the Department of Public Works by calling (989) 652-3443

Each home must receive approval for installation of a driveway on a City street.

Requirements

FENCE & SHED/ACCESSORY PERMITS

If the homeowner wishes to install a fence during or after construction, a zoning permit is required. The homeowner should also check their covenant and deed restrictions if appropriate, as some subdivisions have specific standards.

DRAINAGE

During construction, builders should protect and preserve drainage patterns or work to ensure positive drainage – including rear lot drainage. At the time of final grading, the City recommends that yards that are graded to provide a swale at both side property lines to ensure water can flow to the street in heavy rain events. Care should be taken when determining location of downspouts/eaves. It is preferable that roof water discharges across vegetation or lawn rather than to underground systems.

BUILDING A HOME IN THE CITY OF FRANKENMUTH

Recently, the City has received an increasing number of complaints regarding contractors in residential areas. Please keep the following in mind:

- Construction on the project is only allowed from 7 am to 8 pm.
- Place porta johns in the least intrusive place not just for the construction project, but for the neighbors as well.
- Ensure that the work site is clean of debris and any blowing debris. If the City can determine that windborne debris is from the job site, we will pick it up and bill the property owner.

CHECKLIST FOR NEW HOME CONSTRUCTION

Yes or N/A

<i>Are you a licensed builder or the homeowner?</i>	
<i>Building plans included?</i>	
<i>Site plan provided showing property lines, required setbacks, sidewalk, driveway and all structures existing or proposed.</i>	
<i>Do you have a Soil Erosion Control Permit from Saginaw County?</i>	
<i>Have you paid all utility fees (based on meter size)?</i>	
<i>Is the home within an area regulated by a 425 Agreement with the City of Saginaw? If yes, has the fee been paid?</i>	
<i>Coordinated installation and made request for utilities to the City</i>	
<i>Approval for location and installation of driveway and sidewalk?</i>	
<i>Acknowledge need to ensure temporary and long-term positive drainage on construction site and final home site (swale between property lines from the back of the lot to the sidewalk)</i>	
<i>Understand the City of Frankenmuth's noise ordinance and other limitations</i>	