Applying for Permit Online

STEP 5: Attachments

Attachments will need to be provided. You may need to download and fill out the required documents prior to attaching them.

While not applicable for all applications, this can be used to submit any relevant plans or images for the permit.

Cont Subm	ractor Appl	ication for P	Permit	
Select a Property 1 Conversion Property	Enter Permit Details Electrical: Work Description	Enter Applicant Information	Estimate Fees Estimated Amount: \$2.00	<u>Add</u> <u>Attachments</u>
Step 5: Ad If you have an Permit (require to browse you fail to submit r	d Attachme y files or attachme ed plan documents r computer and at required plan docu Select	nts ints that will be rec s or other relevant tach them to your ments, your applic	quired for the app materials) click th application. Pleas cation may be dela	roval of your e button below e note: If you iyed or denied.
			Ba	ck Finish

Successful Permit Application

You will receive a summary confirmation screen at the end of the permit application indicating a successful application.

Online Payments

Once your application has been approved, you can pay your invoice(s) online from the "View My Activity" Screen. When you have chosen the invoice(s) to pay, you will be redirected to the municipality's third party payment website.

	Make a P	ayment on Invoices epartment Online Payment So	ervice		
Pro	operty: 00-00-0	0-000-000			
Na	me & Address	Information Building Department Da	ata Current As Of: 02	2/10/2014	
BUE 419 BLO Pay	SSER, BUESSER, BL 0 TELEGRAPH ROA 0 OMFIELD HILLS,, M V Invoices on t	ACK, LYNCH, D-STE 2000 I 48302 his Property			
	Check the box or I then click the Mal	boxes of the payment(s) you are makir ce Payment button.	ng. Verify the Total	at the bottom of	the Pay Record column,
	Record	Record Type	Invoice #	Amount Due	Pay Record?
	PCODE95-054	Permit	00028232	\$52.92	Pay this Invoice
	PD02-0024	Permit	00028472	\$30.00	Pay this Invoice

Need further assistance? Contact the Township offices at 215-343-6100 or visit https://www.bsasoftware.com/Learning-Center/Community-Development/

Warwick Township



Applying for Permits Online

Permits currently available for online permitting:

- Lawn Sprinkler System
- Uncovered Residential Deck (30 inches or less)
- Roadside Stand/Agricultural
- Portable Storage Units
- Sheds under 144 square feet
- Home Occupations
- Open Burning
- HVAC
- Residential Water Heater
- Paved surfaces under 1,000 square feet
- Dumpster
- Fence (6 feet or less No Pool)
- Wall (30 inches or less and no load)

Applying for Permit Online

STEP 1: Select a Property

You can search by Address, Parcel Number, or Owner Name.

<u>ect a Property</u>	<u>Enter Permit Details</u>	Enter App Informat	licant E tion	<u>stimate Fees</u>
p 1: Select	a Property			
Property Searc Search Search I	ch By: Address For: 100	•		
Property Search Search Search I	h By: Address For: 100 Search		Parcel Number	
Property Search Search I Search I Owner Name Oakland County	ch By: Address For: 100 Search Address 100 Conversi Novi, MI 483	on Property, 75	Parcel Number 00-00-00-000-00	000
Property Search Search I Search I Owner Name Oakland County KLAPHAKE, ERIK & BAGNASCO, JENNI	h By: Address For: 100 Search Address 100 Conversi Novi, MI 4837 FFR 48377	on Property, 75 ST, NOVI, MI	Parcel Number 00-00-00-000-0 50-22-03-151-0	000



STEP 2: Enter Permit Details

Choose the permit type, input the work description and pick the Basic Usage (if applicable).

Submit a	or a Permit	on online.	
Select a Property 100 PLEASANT COVE DR	<u>Enter Permit Details</u>	Enter Applicant Information	Estimate Fees
Step 2: Enter	Permit Details nit for which you wish to	apply:	
Please describe the wo	ork to be done in detail: ption Here		
		Bac	.k Next

STEP 3: Enter Applicant Info

Verify your contact information and choose the parties to receive e-mail notifications when the permit's status changes.

hank you for You have any	using BS&A Soft y question, please	ware's Acc	cessMyGov.coi 517 841 8008	m Online Permitt	ing module!
Select a Property 822 SCHUSTE AVE	R Enter Building Commercia Example	A Inf	Enter pplicant formation	<u>Estimate</u> <u>Fees</u>	<u>Add</u> <u>Attachments</u>
Enter your the permit Verify the ap	contact informa (if necessary). plicant contact in	tion and	n, licensee, and	t email.	
Enter your the permit Verify the ap Phone Linked Con	contact informa (if necessary). plicant contact in Number:	formation	n, licensee, and	j email.	
Enter your the permit Verify the ap Phone Linked Con Name:	contact informa (if necessary). plicant contact in Number: tractor Inform	formation nation	n, licensee, and	d email.	
Enter your the permit Verify the ap Phone Linked Con Name: Address:	contact informa (if necessary). plicant contact in Number: 1111 tractor Inform Adem Builden 111 Anne in	formation nation	n, licensee, and	d email.	
Enter your the permit Verify the ap Phone Linked Con Name: Address: Phone:	(if necessary). plicant contact in Number: tractor Inform Adam Builders Hitti Asias in plitti Asias in	formation	n, licensee, and	d email.	
Enter your the permit Verify the ap Phone inked Con Name: Address: Phone: Federal ID:	Contact informa (if necessary). plicant contact in Number: tractor Inform Adam Builden Mit Anie de (MIT Anie de (MIT Anie de (MIT Anie de	formation	n, licensee, and	d email.	
Enter your the permit Verify the ap The phone Linked Con Name: Address: Phone: Federal ID: Select a Lic	(if necessary). plicant contact in Number: 1111 tractor Inform Adam Builden 9001 Auto 20 900121 900121 ensee	formation	n, licensee, and	j email.	
Enter your the permit Verify the ap	(if necessary). plicant contact in Number: tractor Inform Advent Builders 9001 Anne 10 9002 10 8073000021 ensee is required for	formation nation	n, licensee, and	a licensee in th	e list to proceed.
Enter your the permit Verify the ap	contact information (if necessary). plicant contact in Number: [111] tractor Inform Adva Builden autor Inform autor Inform	formation nation this perm	Icensee, and I	j email.	e list to proceed. Date Registration Expires
Enter your the permit Verify the ap	contact information (if necessary). plicant contact in Number: [11] tractor Inform addem Swither Statistical addem Swither Statistical addem Swither Statistical addem Swither Bartasonzi is required for Licensee Type Commercial Builder	formation nation this perm Status Active	Icensee, and I	e email. e email. a licensee in th Date License Expires 8/14/2018	e list to proceed. Date Registration Expires 8/14/2018

STEP 4: Estimate Fees

Fees will be determined and provided to you upon approval.

Select a Property 1733 TOWNSHIP GREENE	Enter Permit Details PAVED SURFACE UNDER 1000 SQ	Enter Applicant Information Brandy Mckeever 2153436100	<u>Estimate Permit</u> <u>Fees</u>	<u>Attach</u> Documents	Submit Application
tep 4: Estimat	te Permit Fees				
Estimate your permi	t fees by filling out the i	nformation below as acc	curately as possible. No	te that the fees will be r	reviewed by
department personr	hel, and appropriate adji	ustments may be made.			
Fees will be assesed by	/ Building and/or Zoning I	Departments at Warwick To	ownship, you will be cont	acted when your permit is	s available for payment.
vailable Fees			Selected Fees		
Fee Description	Category		Fee Description	Fee	Quantity
No online fees are cor	nfigured.	*	No online fees are con	nfigured.	
			Total Esti	mated Fees: \$0	0.00