

STEP 1: Select a Property

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

Owner Name	Address	Parcel Number
Oakland County	100 Conversion Property, Novi, MI 48375	00-00-00-000-000
KLAPHAKE, ERIC & BAGNASCO, JENNIFER	100 PENHILL ST, NOVI, MI 48377	50-22-03-151-008
SCHLESSMAN, RODNEY W	100 PLEASANT COVE DR, NOVI, MI 48377	50-22-10-277-028

STEP 2: Enter Permit Details

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

STEP 3: Enter Applicant Info

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

Name	Email Address
Brian Powell	BrianContractor@Email.com

STEP 4: Estimate Fees

Locate the fees needed for the permit and enter the quantity

Fee Description	Details	Quantity	Total Fee
Application Fee	Enter quantity:	1	\$30.00
BOCA Review	Enter quantity:	0	\$0.00
Contractor Registration	Enter quantity:	1	\$15.00
Inspection - Final	Enter quantity:	0	\$0.00
No additional fees found.			
Total Estimated Fees:			\$45.00

STEP 5: Attachments

Some permit types may allow, or even require an attachment

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

Successful Permit Application

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

TAKE NOTICE!

WATERFORD TOWNSHIP IS UPDATING ITS PERMITTING AND INSPECTION SOFTWARE AND CHANGES ARE COMING...



Applying for Permits Online:

FOR CONTRACTORS

Charter Township of WATERFORD MICHIGAN



Development Services Department
5200 CIVIC CENTER DRIVE
WATERFORD, MI 48329

FOR MORE INFORMATION CALL:
248-674-6238

OR VISIT THE TOWNSHIP WEBSITE AT:
www.waterfordmi.gov

SOFTWARE

Developed by



Online Payments

Once your application has been processed, you can pay your invoice(s) online from the "View My Activity" Screen

Make a Payment on Invoices
Building Department Online Payment Service

Property: 00-00-00-000-000

Name & Address Information
BUESSER, BUESSER, BLACK, LYNCH
4350 TELEGRAPH ROAD-STE 2000
BLOOMFIELD HILLS, MI 48302

Pay Invoices on this Property
Check the box or boxes of the payment(s) you are making. Verify the Total at the bottom of the Pay Record column, then click the **Make Payment** button.

Record	Record Type	Invoice #	Amount Due	Pay Record?
P00E95-054	Permit	00028232	\$52.92	<input type="checkbox"/> Pay this Invoice
P002-0024	Permit	00028472	\$30.00	<input type="checkbox"/> Pay this Invoice

When you have chosen the invoice(s) to pay, you will be redirected to the municipality's third party payment website

OFFICIAL PAYMENTS

Summit County Division of Building Standards, OH
Building Department Fee

Payment Summary:

Payment Type:	Building Department Fee
Payment Amount:	\$52.92
Service Fee:	\$1.32
Total Payment:	\$54.24

Official Payments Terms and Conditions:
Official Payments Corporation charges a service fee to use this service to make the payment outlined above. This fee is separate from the primary obligation you are paying. The service fee is included in the "Total Payment" line above.

Completion of a payment transaction is contingent upon both the authorization of payment by your card company and acceptance of your payment (and, if applicable, your tax return filing) by the governmental authority or other entity you are

Once completed, you can then print the confirmation, exit the webpage, or apply for another permit