



**BUILDING DEPARTMENT**  
CITY OF ROCHESTER HILLS



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**Commercial Sales Trailer**  
**Application Checklist**

- Application Fee - \$150.00
- Completed and signed Building Permit Application with estimated cost of construction
- Site Plans – three sets (showing location and parking lot layout with barrier free access)
- Construction Drawings - Four Sets signed and sealed by Michigan Architect or Engineer
  - Tie Down Details
  - Foundation Details
  - Electrical
  - Plumbing
  - Mechanical
- Address Request Form
- Non-residential request for water and sewer charges (if separate water tap)