

Guide to Development City of Troy



January 2020

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About Troy, Michigan

The City of Troy, Michigan is located at the heart of Metropolitan Detroit's northern suburbs. The City's estimated 2019 population is 85,755, making it the largest city in Oakland County. Troy is a leading business and shopping destination with premier office centers and the upscale Somerset Collection. Troy is home to a wide range of businesses - from small family run operations to Fortune 500 companies. Our vibrant and diverse international community is home to strong neighborhoods, top ranked schools, low property tax rates, and outstanding city services.

It is no wonder that Troy continues to receive national recognition. In 2019, Troy was ranked as the Safest Michigan City and in the top 25 overall Safest City in the United States. NerdWallet named Troy the 4th best small city in the U.S. to start a business (2015) and #1 among the best cities in Michigan for young families after assessing the city's cost of living, education system and economic growth. Niche Rankings designated Troy the #1 best town in Michigan to raise a family (2015). In 2014, 24/7 Wall Street named Troy the 7th best city to live in the U.S. Whether you are a business searching for a strategic location or a family seeking a place to live with a high quality of life, check out Troy. The welcome mat is always out.

About the Development Guide

This guide provides a general overview of the City of Troy's development approval process. It is meant to help residents, developers, investors, and others understand the review and approval process for any size project. Consultations with staff and/or outside professionals is recommended for most projects. You can learn more on our website www.troymi.gov.

Development Process Contact

Department	Key Contact	Title	Telephone #	E-mail Address	Primary Responsibilities
Planning	Brent Savidant	Community Development Director	(248) 524.3364	savidantb@troymi.gov	Administer Zoning Ordinance including Preliminary plan review & Planning Commission.
Building Official	Salim Huerta	Building Official	(248) 524.3344	salim.huerta@troymi.gov	Plans examiner related to Michigan Building Code, overview of permits, & inspections. Also directs Building Code Board of Appeals.
Building/SAFEbuilt	Tom Caporuscio	Plans Examiner	(248) 524.3374	tommaso.caporuscio@troymi.gov	Building plan review.
Fire	Eric Caloia	Fire Lieutenant	(248) 524.3419	eric.caloia@troymi.gov	Development review related to Fire Code.
City Attorney	Julie Dufrane	Assistant City Attorney	(248) 524.3320	j.dufrane@troymi.gov	Development review related to legal services.
Traffic & Streets	Scott Carruthers	Street & Drains Operations Manager	(248) 524.3501	scott.carruthers@troymi.gov	Development review related to traffic and streets.
Assessing	Nino Licari	City Assessor	(248) 524.3311	nino.licari@troymi.gov	Development review related to property status and appraisals.
Engineering	William Huotari	City Engineer	(248) 524.3383	william.huotari@troymi.gov	Development review related to city infrastructure.

The table lists key contacts related to developing in the City of Troy. The staff person may vary from project to project. To verify who you should contact regarding a development contact the Planning Department (248) 524.3364. All other contacts can be found on the city website, [here](#), under the appropriate department tabs.

Table of Approval Authorities

	Planning Commission Recommendation	Planning Commission Approval	City Council Approval	Zoning Board of Appeals	Building Code Board of Appeals	Administrative Approval
Rezoning & Conditional Rezoning	X ¹		X			
Planned Unit Development	X ¹		X			
Special Land Use	X					
Site Plan		X ²				X ³
Variance				X		

1 Planning Commission makes a recommendation to City Council for final approval.

2 Some Preliminary Site Plans require City Council approval, following a recommendation by Planning Commission. These include One Family Cluster developments and properties controlled by Consent Judgment.

3 Some site plans may be administratively approved based on the standards found in Article 8 of the Zoning Ordinance text.

Boards and Committees

The City of Troy has a number of volunteer Boards and Committees to serve our community. Volunteers are appointed by the Mayor and confirmed by City Council. Committees meet on a monthly, quarterly or as needed basis as noted in the Board/Committee descriptions.

To volunteer for a Board or Committee, complete the [application](#) and submit to:

City of Troy

City Clerk's Office

500 West Big Beaver Troy, MI 48084-5285

Email: (clerk@troymi.gov)

Phone: [248.524.3316](tel:248.524.3316)

Fax: [248.524.1770](tel:248.524.1770)

Board or Committee	Responsibility	Meeting Date or Time and Location
City Council	<p>The governing body in Troy is the City Council made up of seven members elected by residents of City of Troy. The Mayor, Mayor Pro Tem, and Council Members are represented through equal voting powers and dictate policy to management through resolution.</p> <p><i>Staff Liaison: City Manager/City Clerk</i></p>	<p>Twice a month on Mondays at 7:30 pm at City Hall in Council Chambers.</p> <p>Schedule can be found here.</p>
Planning Commission	<p>Powers and duties of the Planning Commission include the following:</p> <ol style="list-style-type: none"> 1. The making and adopting (if designated by City Council) of a master plan for the physical development of the municipality. 2. Recommendations related to the adoption of a Zoning Ordinance or amendments to the Zoning Ordinance. 3. The recommendation of approval to City Council of all preliminary plats subdividing land, planned unit developments, and any amendments or alterations thereof. 4. The recommendation to City Council on ordinance text amendments, street and alley vacations or extensions, and historic district designations. 5. Acting as the approval authority on site plans and special use approval applications. <p><i>Staff Liaison: Community Development Director</i></p>	<p>Second and fourth Tuesday of each month at 7 pm in the City Council Boardroom, or occasionally Council Chamber.</p> <p>Website link to Planning Commission page here.</p>
Zoning Board of Appeals (ZBA)	<p>The Zoning Board of Appeals considers requests pertaining to the Zoning Ordinance including variances, interpretations, and appeals from administrative decisions.</p> <p><i>Staff Liaison: Zoning & Compliance Specialist</i></p>	<p>Meetings are held 3rd Tuesday of each month, 7:30 p.m. at Troy City Hall</p> <p>Website link ZBA page here.</p>
Building Code Board of Appeals (BCBA)	<p>The board to hear appeals due to decisions made by City Building and Fire Officials for refusing to grant a modification of the provisions of the building regulation enacted by City Council, including but not limited to, the Basic National Building Code, the Existing Structure Code, the Fire Prevention Code, Electrical Code, Plumbing Code, Heating Code, Fence Ordinance, Sign Ordinance, but not including the Zoning Ordinance, covering the manner of construction or materials to be used in the erection, alteration or repair of a building or structure.</p> <p><i>Staff Liaison: Building Official</i></p>	<p>Meetings are held 1st Wednesday of each month, 3:00 pm at Troy City Hall.</p> <p>Website link to BCBA page here.</p>
Downtown Development	<p>The DDA engages in long-range planning for the downtown area; land acquisition and improvement; building construction and</p>	<p>Meetings are held on the 3rd Wednesday in January, April, and October at 7:30pm in</p>

Authority (DDA)	<p>improvement and acquisition and improvement of public facilities for revitalizing the City of Troy's downtown area.</p> <p><i>Staff Liaison: City Manager</i></p>	<p>the Lower Level Conference Room at City Hall.</p> <p>Website link to DDA here.</p>
Local Development Finance Authority (LDFA)	<p>The Authority's primary objective is to encourage local development to prevent conditions of unemployment and to promote economic growth; to provide for the establishment of local development finance authorities and to prescribe their powers and duties; to provide for the creation of a board to govern an authority and to prescribe its powers and duties; to provide for the creation and implementation of development plans; to authorize the acquisition and disposal of interests in real and personal property; to permit the issuance of bonds and other evidences of indebtedness by an authority; to prescribe powers and duties of certain public entities and state officers and agencies; to reimburse authorities for certain losses of tax increment revenues; and to authorize and permit the use of tax increment financing.</p> <p><i>Staff Liaison: Economic Development Specialist</i></p>	<p>The LDFA meets on the 3rd of 4th Monday of April and October at 3:30pm at Troy City Hall.</p> <p>Website link to LDFA here.</p>
Economic Development Corp	<p>Pursuant to Act 338 of the Public Acts of 1974, MCL 125.1604, the Economic Development Corporation provides the means for issuance of industrial revenue bonds to assist enterprises in locating and expanding in the City of Troy</p> <p><i>Staff Liaison: Assistant City Manager/Economic Development Services</i></p>	<p>Meetings are held quarterly at Troy City Hall.</p> <p>Website link to EDC here.</p>
Brownfield Redevelopment Authority (BRA)	<p>Pursuant to Act 381, Public Acts of Michigan 1996, the Troy City Council established the Brownfield Redevelopment Authority (BRA) on January 18, 1999 for the purpose of promoting the revitalization of distressed areas in the City of Troy. The board consists of not less than five and no more than nine members who serve for three year terms, as appointed by their Chief Executive Officer, subject to the approval of City Council.</p> <p><i>Staff Liaison: Economic Development Specialist</i></p>	<p>Meetings are held on the third Tuesday in April and October at 3pm at Troy City Hall.</p> <p>Website link to BRA here.</p> <p>BRA Overview</p>

Master Plan

The [Master Plan](#) can be found on the city website under the Planning Department tab. Within the Master Plan you will find a Future Land Use Map as well. The Plan serves many functions and is to be used in a variety of ways including, but not limited to, the following:

- **The Master Plan is a general statement of the City’s goals and policies** and provides a single, comprehensive view of the community’s desire for the future.
- **The Master Plan serves as an aid in daily decision-making.** The goals and policies outlined in the Master Plan guide the Planning Commission and City Council in their deliberations on zoning, subdivisions, capital improvements, and other matters relating to land use and development. This provides a stable, long-term basis for decision-making.
- **The Master Plan attempts to coordinate public improvements and private development.** For example, public investments such as road improvements should be located in areas identified in the Master Plan as having the greatest benefit to the City and its residents.
- **The Master Plan serves as an educational tool** and gives citizens, property owners, developers, and adjacent communities a clear indication of the City’s direction for the future.
- **The Master Plan provides the statutory foundation upon which zoning decisions are based.** The Michigan Zoning Enabling Act (P.A. 110 of 2006, as amended) requires that the zoning ordinance be in Introduction.

Zoning Ordinance

The Zoning Ordinance is the law that regulates land use in the City of Troy. The Zoning Ordinance is comprised of text and Zoning District map.

The City of Troy is divided into the following Districts:

- R-1A One-Family Residential District
- R-1B One-Family Residential District
- R-1C One-Family Residential District
- R-1D One-Family Residential District
- R-1E One-Family Residential District
- RT One-Family Attached Residential District
- MF Multiple-Family Residential District
- UR Urban Residential District
- MHP Manufactured Housing District
- CF Community Facilities District
- EP Environmental Protection District
- CB Community Business District
- GB General Business District
- IB Integrated Industrial and Business District
- Office District
- OM Office Mixed Use District
- RC Research Center District
- PV Planned Vehicle Sales District
- P Vehicular Parking District

The City of Troy is also divided into the following Form-Based Districts, set forth in Article 5:

- BB Big Beaver District
- MR Maple Road District
- NN Neighborhood Node Districts

The Districts set forth in the Zoning Ordinance guide the establishment of district boundaries to further the objectives of the City of Troy Master Plan. The intent of each district defines interrelationships between conflicting and compatible land uses and between land uses and resources such as transportation, utilities, cultural and institutional facilities and the natural environment.

[Click here for the Zoning Map](#)

On the City of Troy's website there is an [interactive zoning map](#) that helps to navigate and get a better view of zoning in the city.

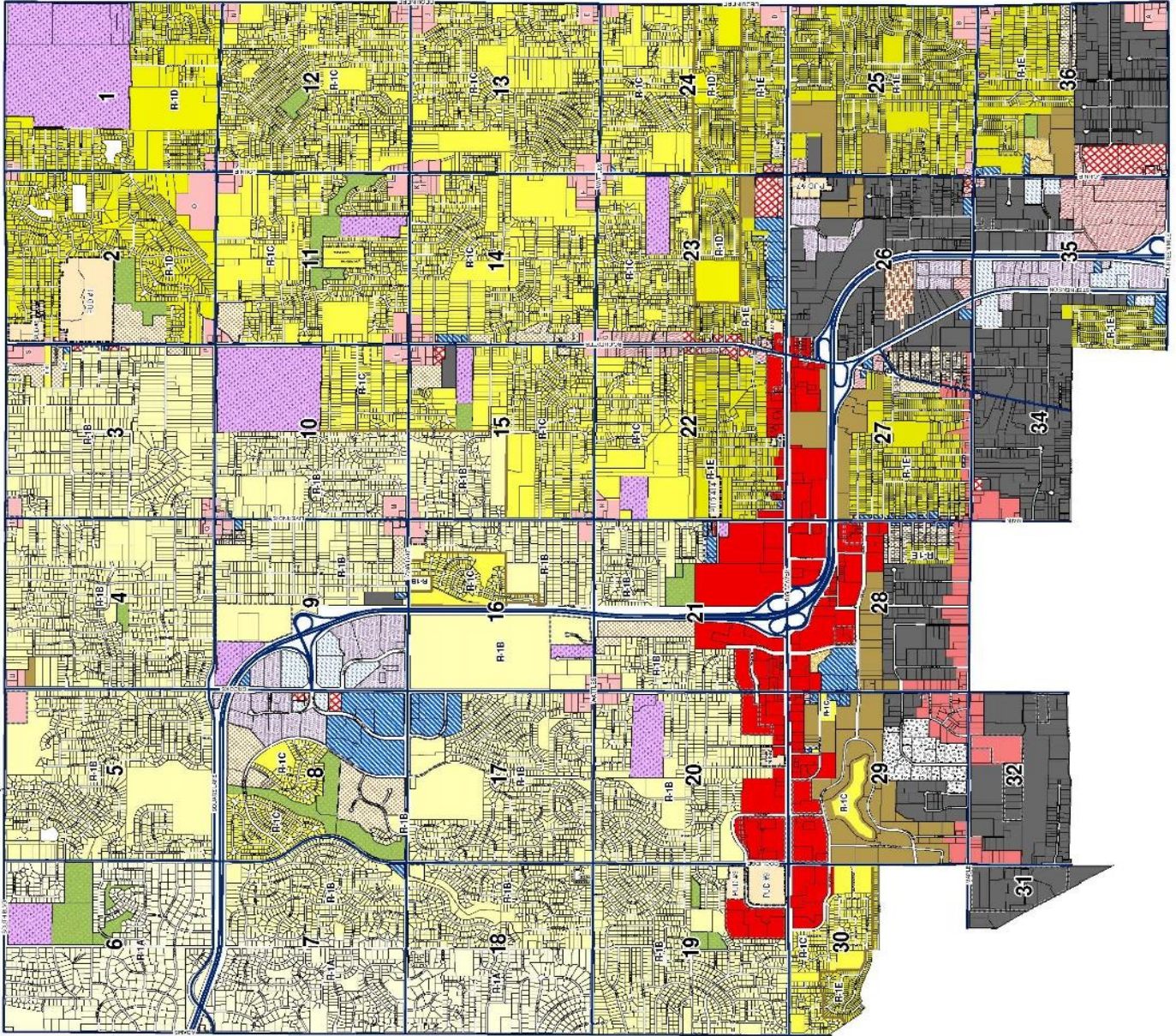
Zoning Ordinance Text

The Zoning Ordinance text explains the rules that apply to each district. The text also sets fourth procedures for administering the Zoning Ordinance.

Click [here](#) for Zoning Ordinance text



ZONING OVERVIEW MAP



LOW DENSITY RESIDENTIAL

- R-1A ONE FAMILY RESIDENTIAL
- R-1B ONE FAMILY RESIDENTIAL
- R-1C ONE FAMILY RESIDENTIAL
- R-1D ONE FAMILY RESIDENTIAL
- R-1E ONE FAMILY RESIDENTIAL

MEDIUM DENSITY RESIDENTIAL

- RT ONE FAMILY ATTACHED

HIGH DENSITY RESIDENTIAL

- MF MULTI-FAMILY RESIDENTIAL
- UR URBAN RESIDENTIAL
- MHP MANUFACTURED HOME PARK

COMMERCIAL

- CB COMMUNITY BUSINESS
- GB GENERAL BUSINESS
- IB INTEGRATED INDUSTRIAL BUSINESS DISTRICT

OFFICE

- O OFFICE
- OM OFFICE MIXED USE

RESEARCH

- RC RESEARCH CENTER

SPECIAL

- P VEHICULAR PARKING
- PV PLANNED VEHICLE SALES
- CF COMMUNITY FACILITIES
- EP ENVIRONMENTAL PROTECTION
- PUD PLANNED UNIT DEVELOPMENT
- CONTROLLED BY CONSENT JUDGMENT
- CONDITIONAL REZONING

FORM BASED ZONES

- BB BIG BEAVER ROAD
- MR MAPLE ROAD
- NN NEIGHBORHOOD NODES (A-U)

ADOPTED: April 18, 2011

REVISED: May 2, 2019



FILED BY THE CITY OF TROY PLANNING DEPARTMENT

Notification Procedures

SECTION 3.04 PUBLIC HEARING NOTICE REQUIREMENTS

- A. Public hearings are required in these instances where public hearings are required by the Zoning Ordinance and Act 110 of the Public Acts of 2006, as amended. Public hearings are required for Special Use applications, Zoning Ordinance amendments, Planned Unit Developments and One Family Cluster Developments.
- B. Notice shall be given not less than fifteen (15) days before each public hearing at which an application will be considered. Notice shall be given by publication in a newspaper that circulates in the City of Troy, and by personal delivery or mailing, where required, to the following:

1. The applicant, and the owner(s) of the property, if the applicant is not the owner.
2. All persons to whom real property is assessed within three hundred (300) feet of the boundary for the property for which approval has been requested, as shown by the latest assessment roll, regardless of whether the owner and property is located within the City of Troy.
3. The occupants of any structures within three hundred (300) feet of the boundary for the property for which the approval has been requested, regardless of whether the owner and property is located within the City of Troy, except as set forth below.
4. Notification need not be given to more than one (1) occupant of a structure, except that if a structure contains more than one (1) dwelling unit or spatial area owned or leased by different persons, one (1) occupant of each unit or spatial area shall be given notice. If a single structure contains more than four (4) dwelling units or other distinct spatial areas owned or leased by different persons, notice may be given to the manager or owner of the structure, who shall be requested to post the notice at the primary entrance to the structure.
5. The notice under 3.04.B is considered to be given when personally delivered or when deposited during normal business hours for delivery with the United States Postal Service or other public or private delivery service. If the name of the occupant is not known, the term "occupant" may be used for the intended recipient of the notice.

C. Actions Exempt from Notification.

1. Requirements for individual notice to property owners shall not apply to Ordinance text amendments.
2. For any group of adjacent properties numbering eleven (11) or more that is proposed for rezoning, the requirement for individual notice as set forth in Section 3.04.B 3 and 4 does not apply to that group of adjacent properties.

C. Content of Notice. The notice shall include:

1. The nature of the request.
2. The property(ies) for which the request has been made.
3. A listing of all existing street addresses within the property(ies) which is (are) the subject of the request. Street addresses do not need to be created and listed if no such addresses exist. If there are no street addresses, another means of identification may be used.
4. The location where the application documents can be viewed and copied prior to the date the application will be considered.
5. The date, time, and location of when the hearing on the application will take place.
6. The address at which written comments should be directed prior to the consideration.

Zoning Compliance

Zoning Compliance is required for all structures or uses erected, used, or created after the effective date of the Ordinance. Full details regarding the process can be found in Section 3.03 in the city's Zoning Ordinance. Prior to any alterations to an existing structure or use, it is highly encouraged to have a preliminary meeting with the Community Development Director to confirm the use and/or structure conforms with the zoning requirements and discuss site design opportunities and issues.

To set up a pre-application meeting you may contact the Planning Department via e-mail, planning@troymi.gov, or phone (248) 524-3364.

PLANNING DEPARTMENT FEES

Effective April 1, 2009

Planning Department Fees (Chapter 41)		
Subdivision Tentative Preliminary Plat:	Application Fee	\$1,000 plus \$10.00 per lot
	Escrow Fee	\$1,500
Subdivision Final Preliminary Plat:	Application Fee	\$100 plus \$10.00 per lot
	Escrow Fee	\$1,500
Subdivision Final Plat		\$100 plus \$10.00 per lot
Subdivision Approval Renewal (before expiration):	Application Fee	\$500 plus \$10.00 per lot
	Escrow Fee	\$1,500
(Rev. 02/16/09)		
Planning Department Fees (Chapter 39)		
Rezoning Request:	Application Fee	\$1,800
	Escrow Fee	\$1,500
Conditional Rezoning Request:	Application Fee	\$1,500
	Escrow Fee	\$1,500
Preliminary Site Plan Review:	Application Fee	\$1,000
	Escrow Fee	\$1,500
Preliminary Site Plan Review (Deviation from Parking Space Requirements ONLY):	Application Fee	\$500
	Escrow Fee	\$1,500
Final Site Plan Review:		\$100
Site Plan Renewal (before expiration):	Application Fee	\$500
	Escrow Fee	\$1,500
Special Use Request:	Application Fee	\$1,800
	Escrow Fee	\$1,500
Special Use Renewal (before expiration):	Application Fee	\$500
	Escrow Fee	\$1,500
Zoning Text Amendment:		\$1,500
Street Vacation Request:	Application Fee	\$500
	Escrow Fee	\$1,500
Zoning Verification / Compliance Letter:		\$100
P.U.D. - Pre-Application Meeting:		\$300
P.U.D. - Concept Development Plan Review:		
		\$3,000
		\$5,000
P.U.D. - Preliminary Development Plan Review:		

	\$1,500
	\$5,000
P.U.D. – Final Development Plan Review:	\$500
P.U.D. – Compliance Inspection:	\$100/hour
Site Condominium - Preliminary Site Plan Review:	
	\$1,000 plus
	\$10 per unit
	\$1,500
Site Condominium - Final Site Plan Review:	\$100 plus
	\$10 per unit
Site Condominium Approval Renewal (before expiration):	
	\$500 plus
	\$10 per unit
	\$1,500
Public Hearing Re-notification	\$300 per public
Planning Commission Study Session (no public hearing	\$200
Site Plan Compliance – Re-inspection	\$100 per hour
(02/16/09)	

Fees in Escrow for Professional Review.

Any application submitted to the Planning Department for an activity or use regulated by Chapters 39 or 41 of the City Code of Ordinances may require the deposit of fees to be held in escrow in the name of the applicant. The escrow fee is an additional fee above the non-refundable application fee which shall be used to pay professional review expenses of outside consultants such as community planners, engineers, and any other professionals who shall review the application at the request of the Planning Director. The Planning Director may request outside consultants to review an application based on the following factors: the proposed project's size, location, or complexity, which may create an identifiable and potential negative impact on public roads, water or sewer services, other infrastructure or services, the environment, or adjacent properties. The applicant shall receive a report of any outside consultants hired by the Planning Director and a statement of expenses for the professional services rendered, if requested by the applicant.

The applicant must deposit an escrow fee with the City of Troy Treasurer via cash or check before the Planning Department will process the applicant's application.

If actual outside consultant costs exceed the amount of an escrow, the applicant shall pay the balance due prior to issuance of any approval issued by the City of Troy. The City of Troy may request additional escrow fees to cover estimated costs when the amount in escrow is less than \$500 and it appears additional professional services will be required.

Any unused fee collected in escrow shall be returned to the applicant once a final determination on an application has been made, or the applicant withdraws the request, and once all charges from the outside consultants are paid.

Site Plan Review

Site plan review requirements can be found in Article 8 Site Plan Review of the Zoning Ordinance. Site plan review shall be required for any of the following activities:

1. A use or development for which submission of a site plan is required by the provisions of this Ordinance.
2. A building or structure which is proposed to be constructed, moved, relocated or structurally altered.
3. A non-residential use permitted in a residential district.
4. A change in use that could affect compliance with the standards set forth in the Ordinance.
5. Expansion or paving of off-street parking and/or a change in vehicular or pedestrian circulation or access.
6. A substantial revision to a development that has received Preliminary or Final Site Plan Approval, as determined by the Zoning Administrator.
7. The development or construction of any accessory uses or structures at least 1,000 square feet in area or greater, except for uses or structures that are accessory to a one- or two-family dwelling.

Site Plan Review Exemptions.

1. Erection, moving, relocation, conversion, or structural alterations to a one- or two-family dwelling on an individual lot, and its accessory use(s) or structure(s), are exempt from the full site plan review process. However, other applicable approvals are still required such as a zoning compliance permit and building permits.

[Preliminary Site Condominium Application](#)

[Preliminary Site Plan Application](#)

[Final Site Plan Approval Application](#)

Site Plan Review Process

**All timelines are estimates, some more complicated projects take longer for review. All based on quickness of applicant's response.*



Administrative Plan Review

Administrative plan review requirements can be found in Article 8, section 8.03. The Zoning Administrator shall have the authority to waive the requirement for a site plan if it is determined that a project does not affect compliance with the standards of this Ordinance or other regulations. The Zoning Administrator is also authorized to conduct an administrative review of a site plan, provided all other standards of this Ordinance are met.

**All timelines are estimates, some more complicated projects take longer for review. All based on quickness of applicant's response.*



Special Land Use

Some uses in a district are not permitted by right, but may be allowable by a special land use. Article 9 of the Zoning Ordinance provides a set of procedures and standards for special uses, which, because of their unique characteristics, require specific consideration in relation to the welfare of adjacent properties and the community as a whole. These provisions are designed to allow practical latitude for the applicant and at the same time, maintain adequate provision for the protection of the health, safety, convenience and general welfare of the community.

Special Land Use application



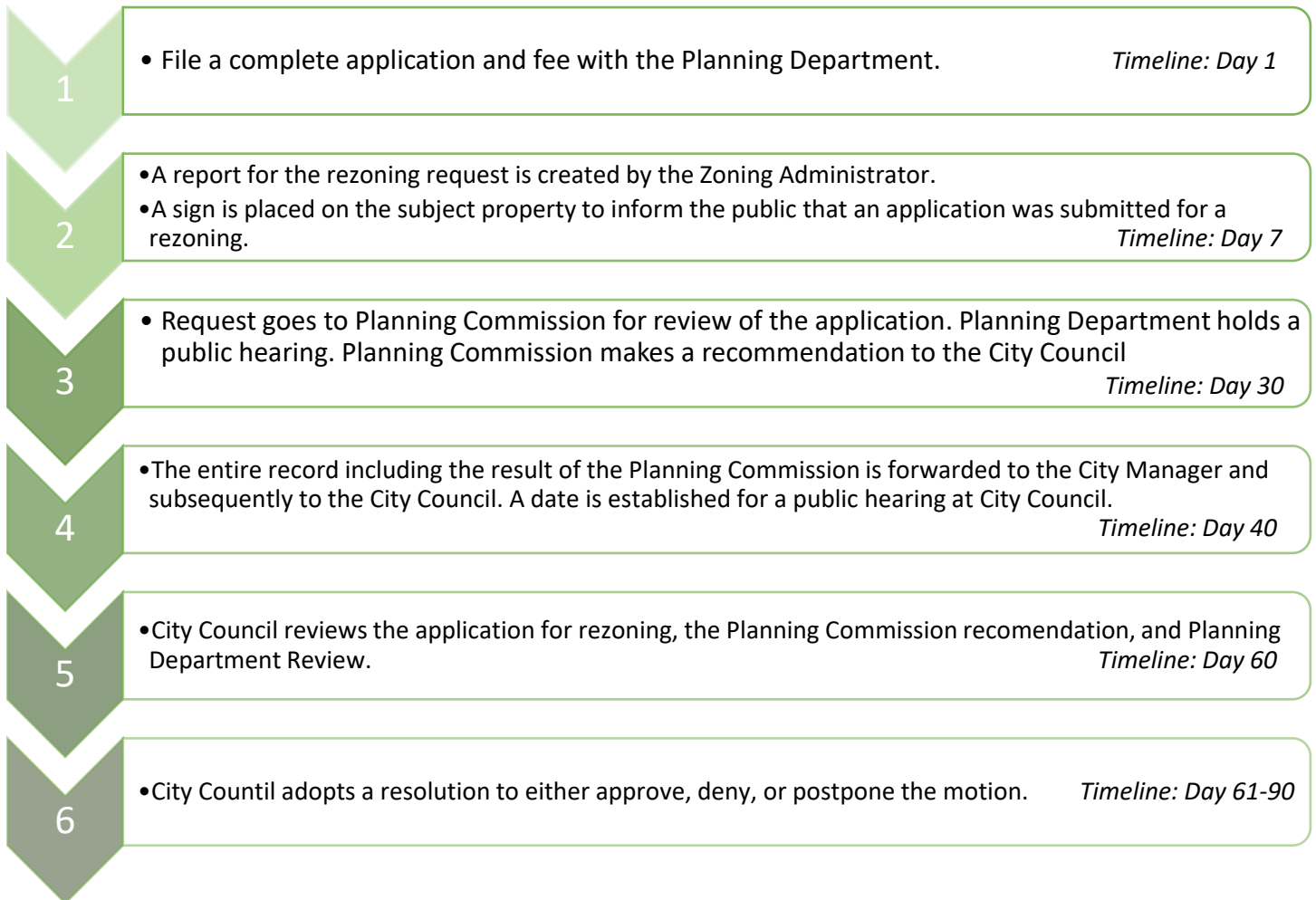
**All timelines are estimates, some more complicated projects take longer for review. All based on quickness of applicant's response.*

Rezoning

An applicant seeking the rezoning of property within the City of Troy shall file an application with the Zoning Administrator, together with the appropriate fee, not less than thirty (30) days prior to the date of the Regular Meeting of the Planning Commission.

[Rezoning Application](#)

**All timelines are estimates, some more complicated projects take longer for review. All based on quickness of applicant's response.*



Planned Unit Development

Planned Unit Development, or PUD, is a development consisting of a combination of land uses in which the specific development configuration and use allocation is based upon a comprehensive physical plan meeting the requirements of the Zoning Ordinance Article 11.

The intent of the Planned Unit Development option is to permit flexibility in the design and use of residential and non-residential land which, through the implementation of an overall development.

[PUD Preliminary Development Plan Application](#)

[PUD Concept Development Plan Application](#)

Design Standards

Site design standards can be found in the [Zoning Ordinance](#), Article 13. The intent of this Article is to promote the public health, safety, and welfare and improve the site design and visual appearance of the City by requiring consistent standards for such site elements as landscaping, lighting, parking, loading, and site access.

Variances and Appeals

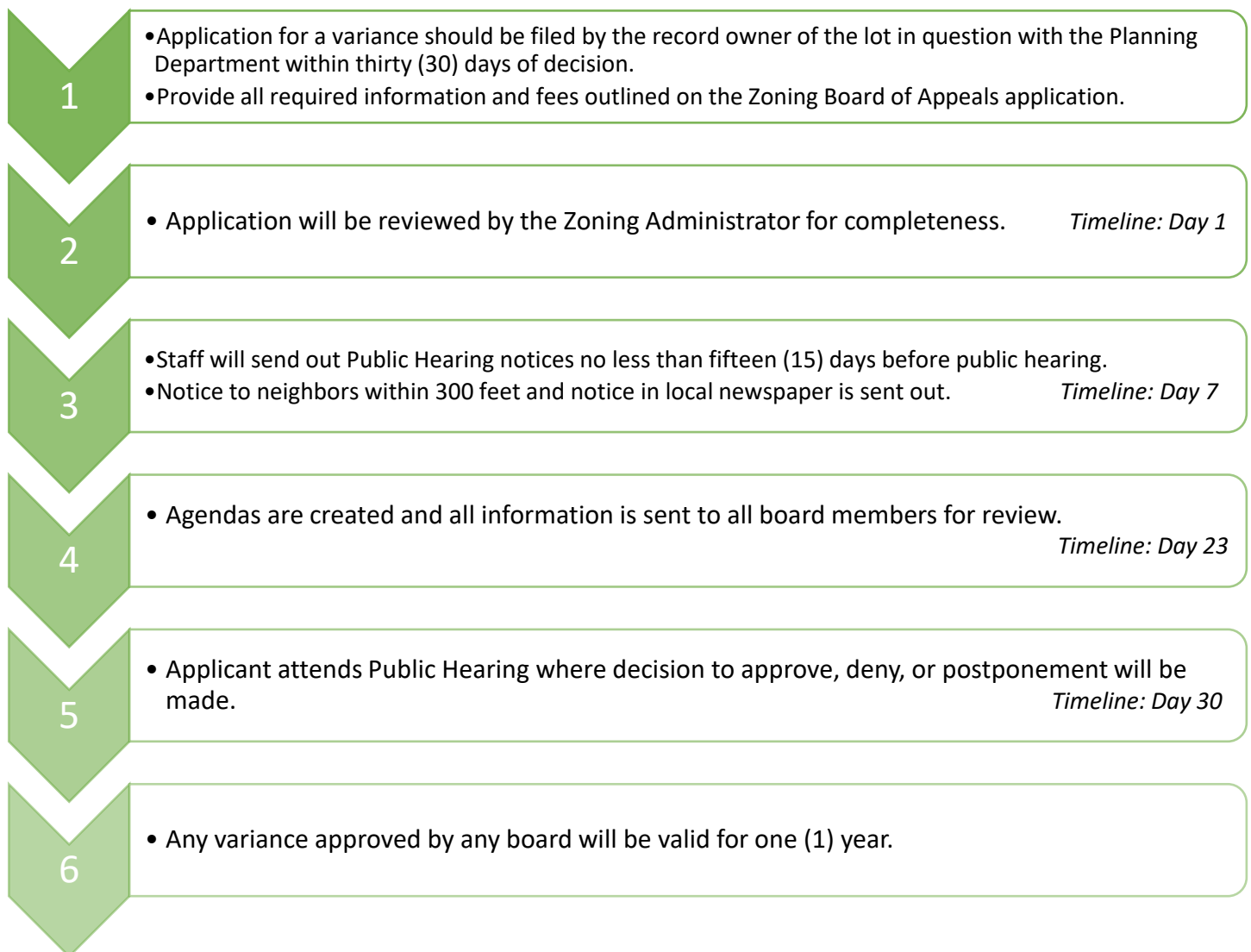
The term 'variance' shall mean a modification of the literal physical provisions of the Zoning Ordinance, which may be granted by the Zoning Board of Appeals in accordance with the authority bestowed upon that Board by the provisions of this Ordinance.

[Zoning Board of Appeals application](#)

[Building Code Board of Appeals application](#)

Zoning Board of Appeals Process

**All timelines are estimates, some more complicated projects take longer for review. All based on quickness of applicant's response.*

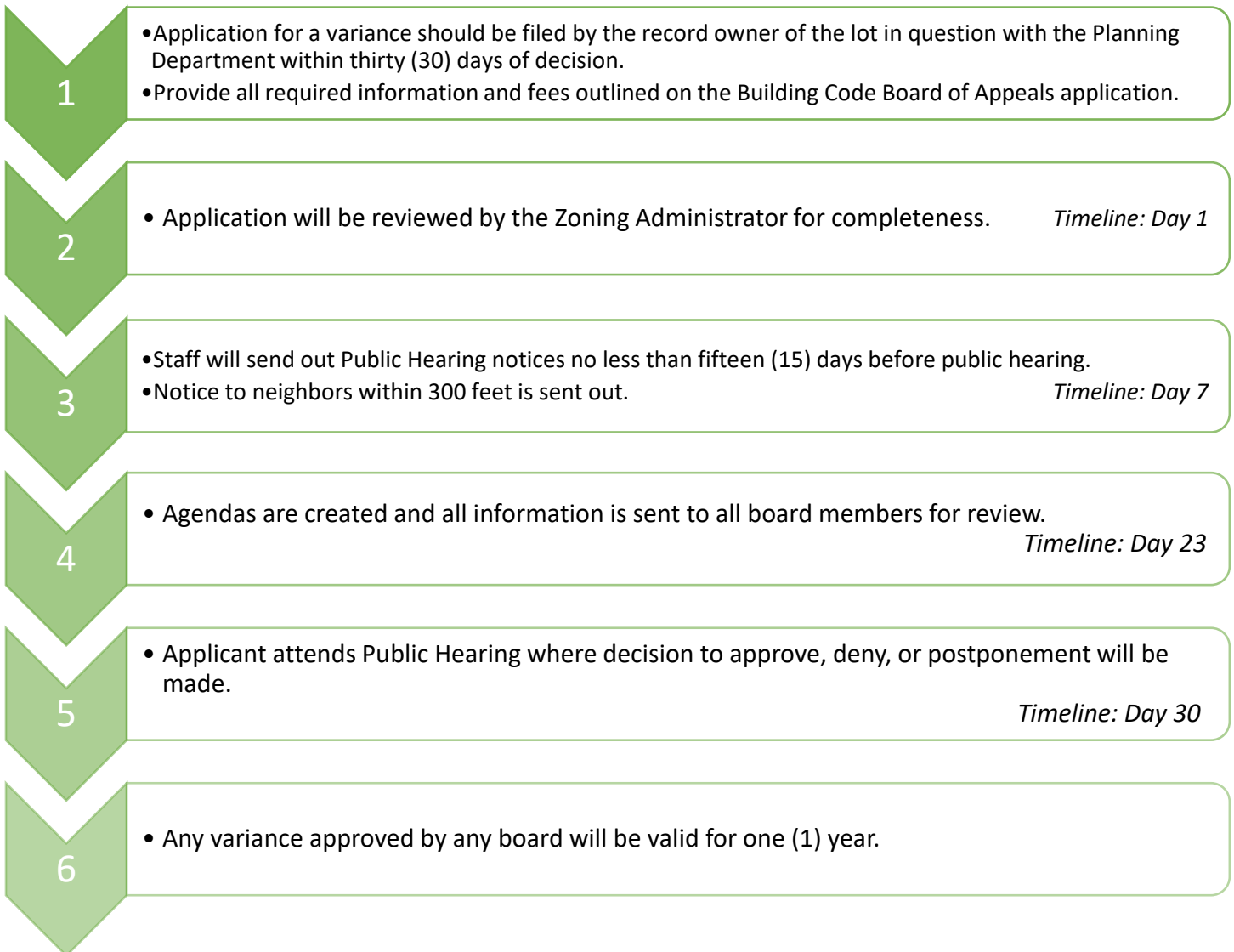


Building Code Board of Appeals Process

Building Code Board of Appeals is responsible for processing applications requesting variances from Building Code, Sign Ordinance [Chapter 85](#), and Fence Ordinance [Chapter 83](#).

[Building Code Board of Appeals application](#)

**All timelines are estimates, some more complicated projects take longer for review. All based on quickness of applicant's response.*



Economic Development Incentives

Troy is a place where businesses and residents thrive. Our community is recognized for its excellent quality of life, including being one of the Safest Cities in Michigan, offering an A+ rated school system, having one of the lowest tax rates in Southeast Michigan, and providing outstanding City services. In 2015, Troy was named the 4th best small city in the U.S. to start a business by Nerd Wallet. In 2018, Smart Asset ranked Troy the 16th most livable small city in the U.S. based on cost of living, quality of life and availability of economic opportunity.

For starters, check out the Troy Business & Investment Assistant found under the Economic Development tab on the city's website, or click [here](#). This informative tool provides easy access to valuable resources including Business Tips, Economic & Demographic Indicators, Interactive Maps and Partner Connections. The Business and Investment Assistant helps you navigate your way through useful business and investment information. Simply just click on the section that interests you.

Business & Investment Assistant

The Business and Investment Assistant helps you navigate your way through useful business and investment information. Simply click into the section that interests you.

Section	Description	Action
How-To	Discover useful business and investment tips, and beneficial advice.	LEARN
Indicators	Get to know the local business and investment climate.	ANALYZE
Maps	Analyze the size and location of the local workforce, by relevant sectors.	EXPLORE
Connect	Explore opportunities to connect with useful business and investment contacts.	CONNECT

Building Permits

All submittals of building permits shall be directed to the City of Troy, Building Department, 500 W. Big Beaver Road, Troy, MI 48084-5285. In Article 7— General Provisions of the [Zoning Ordinance](#) and [Chapter 79 — General Building Regulations](#) of the Troy City Code outlines code currently in effect and which require permits.

All forms and permit applications can be found on the city website. You may click [here](#) to open the link.

The Michigan Codes are the international codes with the state amendments. All Submittals should be signed and sealed by an architect and no larger than 24 x 36 unless otherwise approved by the Building Inspection Department.

Codes Currently in Effect:

Residential

- 2010 NFPA-13R & NFPA-13D Sprinkler Code
- 2015 Michigan Residential Code
- 2015 Pool & Spa Code
- 2015 Michigan Plumbing Code
- 2015 Michigan Mechanical Code
- 2015 Michigan Uniform Energy Code
- 2017 National Electrical Code (2017 NEC) w/Part 8 State Amendments

Commercial

- 2010 NFPA-13 Sprinkler Code
- 2015 Michigan Building Code
- 2015 Michigan Plumbing Code
- 2015 Michigan Mechanical Code
- 2015 Michigan Rehab Code Existing Building
- 2017 National Electrical Code (2017 NEC) w/Part 8 State Amendments

Accessibility

- P.A.1 of 1966 as amended, Chapter 11 of the Michigan Building Code, ICC/ANSI A117.1 – 2009 Standard as referenced from Chapter 11.

State Energy Code

- ASHRAE 90.1 2013 Part10A Michigan Uniform Energy (Accept Comcheck or ASHRAE compliance sheets)

Fire Code

- 2010 NFPA-72 Fire Alarm
- 2015 International Fire Code (Adopted by City)

[Link for inspection call numbers](#)

Residential Construction Projects

Building inspection forms related to residential construction can be found [here](#).

The Master Plan recognizes that single-family residential neighborhoods are vital components of the City, and comprise the majority of the land area within the City. The intent of the R-1A through R-1E Districts is to provide areas for single-family dwellings with the primary distinction being a range of densities, implemented through varying lot sizes.

Article 4, Section 4.21 in the City's Zoning Ordinance sets forth permitted, accessory, and special land uses within the R-1A through R-1E Districts.

[Click here for residential permit requirements](#)

[Click here for residential plans submittal checklist](#)

Licenses and Certificate of Occupancy

The list of building occupancies include links to the requirements and regulations for each. They can also be found on the city website under the [Code & Charter](#).

- **Chapter 59 - Licenses**
- **Chapter 60 - Fees and Bonds Required**
- **Chapter 61 - Temporary Merchant Businesses**
- **Chapter 61A - Film Production Ordinance**
- **Chapter 62 - Telecommunications**
- **Chapter 63 - Cable Communications**
- **Chapter 64 - Gasoline Stations**
- **Chapter 65 - Taxicabs, Limousines and Drivers**
- **Chapter 67 - Dances and Dance Halls**
- **Chapter 68 - Amusements and Recreation Places**
- **Chapter 69 - Miscellaneous Licensed Businesses**
- **Chapter 70 - Self-Service Laundries and Dry Cleaners**
- **Chapter 71 - Auto Wash – Motor Vehicle Laundry**
- **Chapter 72 - Renting and Leasing of Motorcycles**
- **Chapter 73 - Drive-in Restaurant**
- **Chapter 76 - Adult Business Use Licensing**
- **Chapter 77 - Smoking Lounges**
- **Chapter 101 - Liquor Licenses**

Community Resources

Every two years, the Community Affairs Department produces a [Community Guide 2018-19](#) for residents. This booklet includes information about community organizations, schools, churches, government, facilities, parks, and more. It is available to all current or potential residents at City Hall (500 W. Big Beaver Rd., Troy, MI 48084). In the Community Guide you will find many resources for employers and residents in the community.

Important Contact Information for Organizations in and Around Troy can be found [here](#).

