

# City of Southfield Requirements for Dumpster Enclosures



All dumpsters or exterior refuse containers must be screened, and the enclosure approved via Administrative Site Plan review. To accomplish this, please submit the following to the Planning Department:

- 2 copies of a **folded** site plan (with bottom right hand corner visible) prepared by a design professional and indicating the location of the enclosure(s) to scale; if parking spaces will be eliminated, indicate a revised parking summary (required and provided parking)
- Each plan should indicate method of enclosure (either superimposed on the plan or attached); you may find the two methods permitted as stipulated by the [City Dumpster Ordinance](#)
- Written verification from the refuse removal company stating they can access the dumpsters from the enclosure in the proposed location
- Provide a truck access pattern on the plan
- [Admin Site Plan application](#) & LoU signed by the property owner
- Site Maintenance Agreement with \$30 fee (made payable via check to the Oakland Co. Register of Deeds) may also be required. Contact the Planning Department to determine if one is already on file.
- Electronic version of plans (PDF) emailed to the address below or submitted via flash drive
- \$290 review fee
- Please note that building permits will be required for the construction of the enclosures as well requiring a separate submittal/review with the Building Department. Call 248-796-4100 for further information.

For questions on the submittal process, please contact the Planning Department at (248) 796-4150 or [contactplanning@cityofsouthfield.com](mailto:contactplanning@cityofsouthfield.com). Please note that if you received a citation for an unenclosed dumpster, any issues regarding your progress or the time allotted to address the violation MUST be discussed with your Code Enforcement officer. Thank you for your cooperation.