

Application for Building and Plan Examination

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Note: A Separate Application Must Be Completed for Plumbing, Mechanical, and Electrical Work Permits

I. PROJECT INFORMATION				
PROJECT NAME		ADDRESS		
CITY	VILLAGE	TOWNSHIP	COUNTY	ZIP CODE
BETWEEN		AND		
II. IDENTIFICATION				
A. OWNER OR LESSEE				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	PHONE	
B. ARCHITECT OR ENGINEER				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	PHONE	
LICENSE NUMBER		EXPIRATION DATE		
C. CONTRACTOR *If Homeowner Pulls Permit, a Homeowner Permit Policy Must Be Signed*				
MAKE SURE YOU ARE REGISTERED WITH LEONI, IF NOT FILL OUT THE ANNUAL REGISTRATION FORM				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	PHONE	
BUILDERS LICENSE NUMBER		EXPIRATION DATE		
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION				
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION				
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION				
III. TYPE OF IMPROVEMENT AND PLAN REVIEW				
A. TYPE OF IMPROVEMENT AND DESCRIPTION				
<input type="radio"/> NEW BUILDING <input type="radio"/> GARAGE/ POLE BARN <input type="radio"/> SUNROOM <input type="radio"/> PORCH <input type="radio"/> BREEZEWAY <input type="radio"/> ADDITION				
B. DESCRIPTION (ENTER VALUE OF JOB \$\$)				
C. PLAN REVIEW REQUIRED				
<p>Plans are not required for alterations and repair work determined by the building official to be of minor nature</p> <p>Plans and specifications are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architects or engineer's seal and signature.</p>				
Signature			Date	

A. RESIDENTIAL

- ONE FAMILY
 TWO OR MORE FAMILY
 NO. OF UNITS _____
- HOTEL, MOTEL, NO. OF UNITS _____
 ATTACHED GARAGE
- DETACHED GARAGE
 OTHER _____

B. NON-RESIDENTIAL COMMERCIAL VALUE

- AMUSEMENT
 CHURCH, RELIGION
 INDUSTRIAL
 PARKING GARAGE
- SERVICE STATION
 HOSPITAL, INSITUTIONAL
 OFFICE, BANK, PROFESSIONAL
 PUBLIC UTILITY
- SCHOOL, LIBRARY, EDUCATIONAL
 STORE, MERCANTILE
 TANKS, TOWERS
 OTHER _____

NONRESIDENTIAL-DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED USE.

V. SELECTED CHARACTERISTICS OF BUILDING

A. PRINCIPAL TYPE OF FRAME

- MASONRY, WALL BEARING
 WOOD FRAME
- STRUCTURAL STEEL
 REINFORCED CONCRETE
- OTHER

B. PRINCIPAL TYPE OF HEATING FUEL

- GAS
 OIL
 ELECTRICITY
 COAL
 OTHER

C. TYPE OF SEWAGE DISPOSAL

- PUBLIC OR PRIVATE COMPANY
 SEPTIC SYSTEM

D. TYPE OF WATER SUPPLY

- PUBLIC OR PRIVATE COMPANY
 PRIVATE WELL OR CISTERN

E. TYPE OF MECHANICAL

- WILL THERE BE AIR CONDITIONING
 WILL THERE BE FIRE SUPPRESSION

F. DIMENSIONS/DATA

NUMBER OF STORIES _____	FLOOR AREA:	EXISTING	ALTERATIONS	NEW
USE GROUP _____	BASEMENT	_____	_____	_____
CONSTRUCTION TYPE _____	1ST & 2ND FLOOR	_____	_____	_____
NUMBER OF OCCUPANTS _____	3RD-10TH FLOOR	_____	_____	_____
	11TH-ABOVE	_____	_____	_____
	TOTAL AREA	_____	_____	_____

G. NUMBER OF OFF STREET PARKING SPACES

- ENCLOSED _____
 OUTDOORS _____

VI. APPLICANT INFORMATION

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION.

NAME		TELEPHONE NO	
ADDRESS	CITY	STATE	ZIP CODE
FEDERAL ID/SOCIAL SECURITY NO			

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or residential structure. Violators of section 23a are subject to civil fines.

SIGNATURE OF APPLICANT _____

BUILDING PERMIT FEE ENCLOSED \$ _____

VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION

ENVIRONMENTAL CONTROL APPROVALS

	REQUIRED?	APPROVED	DATE	NUMBER
A - ZONING	<input type="radio"/> YES <input type="radio"/> NO			
B - FIRE DISTRICT	<input type="radio"/> YES <input type="radio"/> NO			
C - POLLUTION CONTROL	<input type="radio"/> YES <input type="radio"/> NO			
D - NOISE CONTROL	<input type="radio"/> YES <input type="radio"/> NO			
E - SOIL EROSION	<input type="radio"/> YES <input type="radio"/> NO			
F - FLOOD ZONE	<input type="radio"/> YES <input type="radio"/> NO			
G - WATER SUPPLY	<input type="radio"/> YES <input type="radio"/> NO			
H - SEPTIC SYSTEM	<input type="radio"/> YES <input type="radio"/> NO			
I - VARIANCE GRANTED	<input type="radio"/> YES <input type="radio"/> NO			
J - OTHER	<input type="radio"/> YES <input type="radio"/> NO			

VII. VALIDATION - FOR DEPARTMENT USE ONLY

USE GROUP _____	BASE FEE _____
TYPE OF CONSTRUCTION _____	NUMBER OF INSPECTIONS _____
SQUARE FEET _____	
APPROVAL SIGNATURE _____	
TITLE _____	DATE _____