

# LAKE TOWNSHIP BUILDING PERMIT APPLICATION

4988 W. Kinde Road  
P O Box 429  
Caseville MI 48725  
989-856-4867  
building@laketownship.net

Date reviewed: _____
Permit #: _____
Permit Fee: _____
Method of Payment: _____
Receipt #: _____

## I. JOBSITE & OWNER INFORMATION

Name of Owner/Agent: _____	Property I.D. _____		
Job Location: _____ Road/Street Name and No.			
Owner's Mailing Address: _____	City _____	State _____	Zip Code _____
Street/Road Name and No.			
Phone # _____	Cell # _____		

## II. CONTRACTOR/HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor	<input type="checkbox"/> Homeowner	Name: _____	Phone: _____	Cell _____	Email _____	
Mailing Address: _____		# _____	Street/Road Name _____	City _____	State _____	Zip code _____
Contractor Information: _____		State License # _____	State Registration # _____	Expiration Date _____	Fed I.D. # _____	MESC # _____

## III. PROJECT INFORMATION

**A. TYPE OF IMPROVEMENT:**

1. \_\_\_\_\_ New Construction (Plans Required), i.e., new home, commercial building, detached garage, shed, etc.
2. \_\_\_\_\_ Addition to existing building (Plans Required) i.e., addition(s) to existing buildings, including attached garage.
3. \_\_\_\_\_ Remodel or Repair (change of use, wall or roof restructuring, fire damage, interior wall changes, etc.)
4. \_\_\_\_\_ Re-roof      \_\_\_\_\_ New Windows      \_\_\_\_\_ New Siding
5. \_\_\_\_\_ Demolition. All material other than concrete must be removed from site. Utilities must be disconnected from structure(s).  
Applicant is responsible for providing evidence of disconnection from utility companies serving site.
6. \_\_\_\_\_ Other: Specify; \_\_\_\_\_

\_\_\_\_\_

**B. USE OF BUILDINGS:** Required for all projects

1. \_\_\_\_\_ One Family detached dwelling.
2. \_\_\_\_\_ Two Family dwelling (duplex)
3. \_\_\_\_\_ Multiple Family Structure (3 or more ) Specify No. of Units: \_\_\_\_\_

**Does work include additional bedroom or bathroom space:** \_\_\_\_\_ Yes    \_\_\_\_\_ No    Number of new bedrooms: \_\_\_\_\_

4. \_\_\_\_\_ Garage (residential) Attached.
5. \_\_\_\_\_ Garage (residential) Detached.
6. \_\_\_\_\_ Other , i.e., storage building (personal storage) \_\_\_\_\_
7. \_\_\_\_\_ Agricultural Building (Exclusively for Farm Use-Submit AG Exempt Form); Specify Use: \_\_\_\_\_
8. \_\_\_\_\_ Commercial Use (Briefly describe) \_\_\_\_\_
9. \_\_\_\_\_ Other: ( Briefly Describe) \_\_\_\_\_

**C. FOUNDATION SYSTEM** (check appropriate foundation type and ATTACH FOOTING AND FOUNDATION WALL PLAN.)

1.  Crawl Space  2. Basement  3. Permanent Wood Foundation (PWF)  4. Other

5.  Pole frame; Attach construction plans for building.

6.  Piers; Attach plans for location, depth, placement of tie-downs for Manufactured Home.

7.  Slab on grade; Attach plans of building include foundation design.

8.  Manufactured home; foundation per plans from manufacturer. **Attach foundation plans from manufacturer.**

**D. TYPE OF FRAMING:** 1.  Wood; 2.  Masonry; 3.  Structural Steel; 4.  Other: Specify: \_\_\_\_\_

**E. MICHIGAN UNIFORM ENERGY CODE: Effective March 9, 2011. All building construction permitted after the effective date must comply with Part 10 (as amended) of the 2015 Michigan Uniform Energy Codes regarding insulation and other energy requirements.**

**F. USE GROUP AND CONSTRUCTION TYPE:** \_\_\_\_\_

**G. DIMENSIONS OF NEW CONSTRUCTION:** Construction plans must be reviewed prior to issuance of building permit.

**H. Number of Floors:** \_\_ (include walkout basement as a floor)

	length	width	area	wall height
Principal Building: Basement				
First Floor				
Second Floor				
Third Floor				
Fourth Floor				
Covered Porch: First Floor				
Second Floor				
Open Porch: First Floor				
Second Floor				

Height of Principal Building to ridge: \_\_\_\_.

	length	width	area	wall height
Garage or Shed: First Floor				
Second Floor				
2 <sup>nd</sup> Garage or shed: First Floor				
Second Floor				

Height of Accessory Building to ridge: \_\_\_\_\_.

**I. ESTIMATED TOTAL COST OF IMPROVEMENTS:** \_\_\_\_\_

**IV. OTHER INFORMATION & APPROVALS – Applicant must provide documents of other approvals.**

<p><b>THE FOLLOWING MUST BE REVIEWED TO ISSUE BUILDING PERMIT</b></p>	<p>PROVIDE SIGNATURE OF REVIEW &amp; ATTACH DOCUMENTS.</p>
<p>A. ZONING APPROVAL: Required for all new construction and change of use projects.</p>	<p>Site Permit No. _____ (Attached zoning approval.)</p>
<p>B. HEALTH DEPT. APPROVAL: Septic system &amp; well approval required for new construction where municipal services are not available. Health Dept. must approve added bedroom space for existing homes with septic systems. Health Department shall review food service establishments prior to issuance of building permits.</p>	<p>Septic Permit No. _____ Well Permit No. _____</p>
<p>C. SOIL EROSION REVIEW: Review location of site. For sites where disturbed area will exceed one (1) acre and for all sites within 500 feet of the water (lake, stream, county drain), a soil erosion permit is required.</p>	<p>Soil Erosion Permit No. _____ Reviewed by: _____</p>
<p>D. FLOOD ZONE REVIEW: Review location of site relative to Flood Zone Maps. All sites located in "ZONE A" shall have site and foundation elevation information attached. Flood Maps are available as issued by Federal Emergency Management Agency (FEMA) on December 2, 2008.</p>	<p>Check all sites located in Flood Zones.  Where property is located on river or stream, refer applicant to EGLE's Joy Brooks at 989-686-8025 Ext. 8364</p>
<p>E. HIGH-RISK EROSION AREAS: EGLE Permit is required for sites classified as "High- Risk Erosion Areas".</p>	<p>Refer applicant to Penny Holt, EGLE Lansing, MI (517) 373-1952</p>
<p>F. LAND DIVISION APPROVAL: For new parcels (without separate property I.D. number, land division approval is required prior to issuance of building permit.</p>	

**\*Building Department must receive all required information above BEFORE accepting a building permit application. Incomplete applications will be returned.**

Homeowner Permit Policy: The Michigan Licensing Law gives a homeowner an exemption to act as his/her own general contractor. This means that in the case of construction a new home, addition, garage, remodeling/re-roofing, etc., a homeowner may obtain a building permit for the work, even though a contractor may be significantly involved. If you, the homeowner, choose to act as your own general contractor and secure the required construction permits, please be aware that you, the homeowner, assume the liability and responsibility that the licensed contractor would normally assume if he was securing the permit. Lake Township will not be responsible for any cause of action against an unlicensed contractor that you have hired to perform work under the permit you obtained. Contractors performing work under your permit, where said work exceeds \$600.00 in material/labor value, are required to be licensed in their trade by the State of Michigan. Homeowners should request evidence of such a license prior to contracting for improvements on their property. It is the homeowner's responsibility to have a complete understanding of the current construction code. Under a homeowner permit, the homeowner is responsible for correction of any code violation, even if the contractor did the work under the permit you obtained. The homeowner may be liable for any injury which occurs on the job, whether it is to a builder's or subcontractor's employee. In the event of an occurrence beyond the builder's control, which causes the builder to be unable to complete the work, the homeowner will be legally responsible for completion of the job under the permit the homeowner obtained.

V. APPLICANT SIGNATURE AND AFFIDAVIT OF UNDERSTANDING: I hereby certify that I am the owner of record of this property or 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 or with this application is accurate to the best of my knowledge. **Section 23a of the State construction Code Act of 1972, P.A. 230, MCL 125.152.1523A, 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 a residential structure. Violators of Section 23a are subject to civil fines.**

Applicant name (printed): \_\_\_\_\_

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_