

BRANCH COUNTY BUILDING PERMIT APPLICATION

23 East Pearl Street, Coldwater, MI 49036
Phone: 517-279-4303 Fax: 517-279-6494
Hours: 8:00 AM-4:30 PM Monday through Friday

1. CONSTRUCTION LOCATION: (must be specific, we need to be able to find your project)

ADDRESS _____
Number, Street, City, State, Zip

This project is located between _____ and _____
Street/Road Street/Road

Special directions _____

TOWNSHIP: _____ PROPERTY CODE #: _____

2. PROPERTY OWNER OR LESSEE:

NAME _____

ADDRESS _____
Number, Street, City, State, Zip

HOME PHONE _____ WORK PHONE _____ FAX _____

3. CONTRACTOR INFORMATION (keep in mind that all contractors offering to do work which totals \$600 or more for labor and materials must have a State of Michigan license. The following information is required) If you need more space than provided you may include a separate sheet of paper.

NAME OF CONTRACTOR _____

ADDRESS _____
Number, Street, City, State, Zip

PHONE _____ FAX _____

LICENSE NUMBER _____ EXPIRATION DATE _____

Federal employee ID number or reason for exemption _____

Workers compensation insurance carrier or reason for exemption _____

MESC employer number or reason for exemption _____

NAME OF CONTRACTOR _____

ADDRESS _____
Number, Street, City, State, Zip

PHONE _____ FAX _____

Federal employee ID number or reason for exemption _____

Workers compensation insurance carrier or reason for exemption _____

MESC employer number or reason for exemption _____

4. ARCHITECT OR ENGINEER INFORMATION (when applicable)

NAME OF ARCHITECT OR ENGINEER _____

ADDRESS _____
Number, Street, City, State, Zip

PHONE _____ FAX _____

5. TYPE OF COMMERCIAL PROPERTY IMPROVEMENT:

Use Group _____ Construction Type _____ Occupant Load _____ No. of stories _____

____ Addition, used as _____ Alteration
____ New Building, used as _____ Sign

How many off street parking spaces: _____ enclosed _____ outdoors

6. THIS RESIDENTIAL IMPROVEMENT IS TO BE REVIEWED AND INSPECTED UNDER:

____ Construction type _____ Use Group

THE PROJECT WILL CONSIST OF: (separate permits are required for each roof structure)

- ____ Stick built home
 - ____ with attached garage
- ____ State of Michigan approved manufactured home, Serial numbers (when available) _____
 - ____ with attached garage
- ____ HUD approved mobile/doublewide, Title numbers (when available) _____
 - ____ With attached garage
- ____ Addition
- ____ Alteration/remodel
- ____ Deck /Porch
 - ____ with a roof structure _____ without a roof structure
- ____ Garage
 - ____ detached _____ attaching to existing residence
- ____ Pole building
- ____ Storage building/utility building/accessory building—frame construction
- ____ Pool
 - ____ below ground _____ above ground
- ____ Fire job
- ____ Pre-Sale Inspection
- ____ Safety Inspection
- ____ Demolition, most recent use _____
- ____ Other – Explain _____

7. PLEASE ANSWER THE FOLLOWING QUESTIONS:

The foundation will be: _____ full basement _____ crawl space _____ floating slab
_____ pole _____ piers _____ trench
_____ poured concrete walls _____ block walls _____ wood

The principal type of frame will be: _____ wood _____ post _____ masonry
_____ structural steel _____ other

The principal type of heating fuel: _____ natural gas _____ propane gas _____ fuel oil
_____ electric _____ other

The type of water supply is: _____ private _____ public system

The type of sewage disposal is: _____ private _____ public system

The number of bedrooms involved: _____

The number of bathrooms involved: _____ full _____ half _____ unisex
(Commercial)

Will this project have an elevator? _____ yes _____ no

Will this project have a fire suppression system? _____ yes _____ no

Will this project have a fireplace? _____ yes _____ no
 If yes, what kind? _____ masonry
 _____ pre-manufactured zero-clearance
 _____ pre-manufactured gas burning

STRUCTURAL ELEMENTS:

This project will use: _____ truss' spaced _____" on center (provide manufacturers engineering)
 _____ rafters _____" x _____" spaced _____" on center

Exterior walls: _____ 2" x 4" spaced _____" on center
 _____ 2" x 6" spaced _____" on center

Floor joists: _____ 2" x 6" spaced _____" on center
 _____ 2" x 8" spaced _____" on center
 _____ 2" x 10" spaced _____" on center
 _____ 2" x 12" spaced _____" on center
 _____ TJI's (provide manufacturers engineering)

Support Columns: _____ wood _____ x _____ spaced _____" on center
 _____ steel _____ diameter _____ other spaced _____" on center

8. DIMENSIONS OF PROJECT:

OFFICE USE ONLY/FEEES FOR BUILDING PLAN REVIEW

Base fee

Basement, unfinished	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Basement, finished	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
_____ cement slab _____ crawl space			
Main floor	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Upper level or loft area	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Garage	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
_____ attached _____ detached			
Pole building	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Utility/accessory building	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Alteration/remodel	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Deck, with a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Without a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Porch, with a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Without a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Pool	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Fire job	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Other	_____ x _____ = _____ sq. ft.	x _____ = _____	_____

TOTAL SQUARE FOOTAGE OF PROJECT _____ SQ.FT.

BUILDING PERMIT FEE	\$ _____
PLAN REVIEW FEE	\$ _____
COPIES	\$ _____
STOP WORK ORDER	\$ _____
TOTAL DUE	\$ _____

YOUR ESTIMATED COST OF THIS PROJECT (should include building, electrical, mechanical & plumbing) \$ _____

9. IF YOU ARE BUILDING ON OR NEAR A WATERWAY, PLEASE COMPLETE THE FOLLOWING:

My project is approximately _____ feet from a lake, river, stream or county drain. My soil erosion permit number is _____.

The bottom of the lowest horizontal structural member of this project will be approximately _____ feet above summer lake level.

This project is in a flood hazard area; my DEQ permit number is _____. The 100 year floodplain elevation or rise at this location is _____ determined by _____.

Since my project is in a floodplain hazard area, I understand that certain building restrictions and regulations will apply. Before construction begins, I must have a registered surveyor create an on site bench mark, upon completion and before occupancy of this project I must submit a certificate of as-built elevation from a registered land surveyor.

Signature _____ Date _____

10. APPLICANT INFORMATION:

Applicant is responsible for the payment of all fees and charges applicable to this application, understands that all fees are nonrefundable once inspection process has commenced, and must provide the following information.

I hereby certify that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/hers authorized agent and I 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, ACT NO. 230 OF THE PUBLIC ACTS OF 1972, BEING SECTION 125.1523A OF THE MICHIGAN COMPILED LAWS, 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.

(This means, it is illegal in the State of Michigan to hire or use unlicensed people to perform work for you.)

SIGNATURE OF APPLICANT (Be sure you understand the above) DATE _____

ADDRESS _____
Number, Street, City, State, Zip
PHONE _____

11. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS INFORMATION:

The building official of Branch County has completed the necessary review on the above application along with submitted documents and is approving that the permit be issued.

BUILDING OFFICIAL'S
SIGNATURE _____ DATE _____

COMMENTS:

ALL INSPECTONS FOUND TO BE IN VIOLATION ARE SUBJECT TO A \$50.00 REINSPECTION FEE