

**APPLICATION FOR BUILDING PERMIT AND PLAN REVIEW**

# MENOMINEE COUNTY BUILDING CODE DEPARTMENT

S904 US HIGHWAY 41 STEPHENSON, MI 49887

PHONE: 906-753-6343      www.menomineecounty.com      FAX: 906-753-2200

\_\_\_\_\_  
Permit Number

\_\_\_\_\_  
Date Issued

**APPLICANT MUST COMPLETE THIS FORM 1.-9. THIS APPLICATION MUST BE ACCOMPANIED BY THE REQUIRED FEE, A SITE PLAN, DRAWINGS THAT SHOW STRUCTURAL DETAILS AND CODE REQUIREMENTS (FOUNDATION PLAN, ELEVATION AND WALL SECTION VIEWS) ANY OTHER DOCUMENTS AS REQUIRED (ZONING & SANITARY APPROVAL, S.E.S.C. & DRIVEWAY PERMIT, ENERGY CODE COMPLIANCE ETC.) INCOMPLETE APPLICATIONS WILL BE RETURNED**

## STATE OF MICHIGAN ISSUES ELECTRICAL, PLUMBING AND MECHANICAL PERMITS

1. PROPERTY OWNER	NAME		PHONE		
	ADDRESS				
	CITY		STATE	ZIP	
	PROJECT LOCATION	FIRE # ROAD (SAME)			
		TOWNSHIP		PARCEL 55-	

2. ARCHITECT / ENGINEER	NAME		PHONE		
	ADDRESS				
	CITY		STATE	ZIP	
	LICENSE#		EXP. DATE		

3. CONTRACTOR	NAME		PHONE		
	ADDRESS				
	CITY		STATE	ZIP	
	LICENSE#		EXP. DATE		
	Federal employer ID# /reason for exemption				
	MESC employer # / reason for exemption				
	Workers comp. ins. / reason for exemption				

***Any person doing residential work for a set price, provides materials as well as labor, or works under any terms/conditions other than hourly wages only- MUST BE LICENSED BY THE STATE OF MICHIGAN-***

**ALL WORK MUST BE INSPECTED BEFORE BEING COVERED**

**A CERTIFICATE OF OCCUPANCY MUST BE ISSUED BEFORE A STRUCTURE IS OCCUPIED**

**PERMITS WITH NO ACTIVITY FOR 180 DAYS WILL BE EXPIRED**

4. TYPE OF IMPROVEMENT	1. NEW BUILDING	4. MANUFACTURED	7. SEASONAL BUILDING	10. DECK/PORCH
	2. ROOM ADDITION	5. MOVED STRUCTURE	8. FOUNDATION	11. COMMERCIAL:
	3. GARAGE att./det.	6. REPAIR/REMODEL	9. DEMOLITION	12. OTHER:

5. PROJECT USE/ DESCRIPTION	
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6. DIMENSIONS / DETAILS	1ST FLOOR	X	_____	SQ.FT.	_____	INDICATE WHICH ADDITIONAL PERMITS WILL BE REQUIRED	ELECTRICAL
	2ND FLOOR	X	_____	SQ.FT.	_____		PLUMBING
	GARAGE	X	_____	SQ.FT.	_____		MECHANICAL
	DECK/PORCH	X	_____	SQ.FT.	_____		S.E.S.C.

7. APPLICANT/IF DIFFERENT FROM OWNER	APPLICANT MUST PROVIDE FEE AND ALL NECESSARY DOCUMENTS					
	NAME			PHONE		
	ADDRESS					
	CITY		STATE		ZIP	

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 a residential structure. Violators of section 23a are subject to civil fines."

8a. OWNER SIGNATURE(REQUIRED)	DATE
8b. APPLICANT SIGNATURE	DATE

CHECK OR MONEY ORDER MADE PAYABLE TO: **MENOMINEE COUNTY TREASURER**

CODE EDITION		
USE GROUP		
CONSTRUCTION TYPE		
NUMBER OF INSPECTIONS		
PLAN REVIEW REQUIRED (HRS)		
CERTIFICATE OF OCCUPANCY		
AFTER THE FACT ADMINISTRATIVE FEE		

APPLICATION FEE
SQ.FT. FEE
SQ.FT. FEE
SQ.FT. FEE
SQ.FT. FEE
<b>PERMIT FEE</b>
CHECK#

	REQUIRED	APPROVED	DATE
Zoning			
Septic/Well			
Soil Erosion			
Flood Zone			
Driveway			
BUILDING OFFICIAL APPROVAL			

# 9. APPLICATION MUST INCLUDE A SITE PLAN

MUST SHOW PROPOSED CONSTRUCTION AND ADJACENT- STRUCTURES, ROADS, DRIVEWAYS  
WATERWAYS, PROPERTY LINES, UTILITIES AND DIMENSIONS.

A large grid for drawing a site plan, consisting of 20 columns and 20 rows. A north arrow 'N' is located in the top right corner of the grid.