

# APPLICATION FOR BUILDING PERMIT

## AND EXAMINATION

**RETURN COMPLETED FORM TO: BUILDING DEPARTMENT  
111 GRAND STREET  
ALLEGAN, MI 49010**

**Phone 269-673-3239 or 1-800-626-5964 Fax: 269-673-9583**

**APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V, AND VI.  
NOTE: SEPARATE APPLICATIONS MUST BE COMPLETED FOR PLUMBING,  
MECHANICAL, AND ELECTRICAL WORK PERMITS.**

I. PROJECT INFORMATION				
PROJECT NAME		ADDRESS		
CITY	VILLAGE	TOWNSHIP	COUNTY	ZIP CODE
BETWEEN		AND		
ESTIMATED PROJECT COST		PROPERTY TAX ID NUMBER		
ESTIMATED PROJECT COST				
II. IDENTIFICATION				
A. OWNER OR LESSEE				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER	
B. ARCHITECT OR ENGINEER				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER	
LICENCE NUMBER			EXPIRATION DATE	
C. CONTRACTOR				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER	
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				
1. <input type="checkbox"/> NEW BUILDING	3. <input type="checkbox"/> ALTERATION	5. <input type="checkbox"/> DEMOLITION	7. <input type="checkbox"/> FOUNDATION ONLY	9. <input type="checkbox"/> RELOCATION
2. <input type="checkbox"/> ADDITION	4. <input type="checkbox"/> REPAIR	6. <input type="checkbox"/> MOBILE HOME SET-UP	8. <input type="checkbox"/> PREMANUFACTURE	10. <input type="checkbox"/> SPECIAL INSPECTION
B. REVIEW(S) TO BE PERFORMED				
<input type="checkbox"/> BUILDING	<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> MECHANICAL	<input type="checkbox"/> PLUMBING	<input type="checkbox"/> FOUNDATION

**IV. PROPOSED USE OF BUILDING**

**A. RESIDENTIAL**

- 1.  ONE FAMILY
- 2.  TWO OR MORE FAMILY  
NO. OF UNITS \_\_\_\_\_
- 3.  HOTEL, MOTEL  
NO. OF UNITS \_\_\_\_\_
- 4.  ATTACHED GARAGE
- 5.  DETACHED GARAGE
- 6.  OTHER

**B. NON-RESIDENTIAL**

- 7.  AMUSEMENT
- 8.  CHURCH, RELIGION
- 9.  INDUSTRIAL
- 10.  PARKING GARAGE
- 11.  SERVICE STATION
- 12.  HOSPITAL, INSTITUTIONAL
- 13.  OFFICE, BANK, PROFESSIONAL
- 14.  PUBLIC UTILITY
- 15.  SCHOOL LIBRARY, EDUCATIONAL
- 16.  STORE, MERCHANTILE
- 17.  TANKS, TOWERS
- 18.  OTHER

DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, 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**

- 1.  MASONRY, WALL BEARING
- 2.  WOOD FRAME
- 3.  STRUCTURAL STEEL
- 4.  REINFORCED CONCRETE
- 5.  OTHER

**B. PRINCIPLE TYPE OF HEATING FUEL**

- 6.  GAS
- 7.  OIL
- 8.  ELECTRICITY
- 9.  COAL
- 10.  OTHER

**C. TYPE OF SEWAGE DISPOSAL**

- 11.  PUBLIC OR PRIVATE COMPANY
- 12.  SEPTIC SYSTEM

**D. TYPE OF WATER SUPPLY**

- 13.  PUBLIC OR PRIVATE COMPANY
- 14.  PRIVATE WELL OR CISTERN

**E. TYPE OF MECHANICAL**

- 15. WILL THERE BE AIR CONDITIONING?  YES  NO
- 16. WILL THERE BE FIRE SUPPRESSION?  YES  NO

**F. DIMENSIONS / DATA**

WIDTH

LENGTH

HEIGHT

	EXISTING	ALTERATIONS	NEW
17. NUMBER OF STORIES _____			
18. USE GROUP _____			
19. CONST. TYPE _____			
20. NO. OF OCCUPANTS _____			
21. FLOOR AREA:			
BASEMENT:	_____	_____	_____
1ST & 2ND FLOOR	_____	_____	_____
3RD – 10TH FLOOR	_____	_____	_____
11TH – ABOVE	_____	_____	_____
TOTAL AREA	_____	_____	_____

**G. NUMBER OF OFF STREET PARKING SPACES**

- 22. ENCLOSED \_\_\_\_\_
- 23. 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 \_\_\_\_\_

ADDRESS \_\_\_\_\_

FEDERAL I.D. NUMBER/SOCIAL SECURITY NUMBER \_\_\_\_\_

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE WONER OF RECORE 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 subjected to civil fines.**

**SIGNATURE OF APPLICANT**

PLAN REVIEW FEE ENCLOSED \$ \_\_\_\_\_

BUILDING PERMIT FEE ENCLOSED \$ \_\_\_\_\_

**VII. BUILDING DEPARTMENT USE ONLY**

**ENVIRONMENTAL CONTROL APPROVALS**

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

**VII. VALIDATION – FOR DEPARTMENT USE ONLY**

USE GROUP \_\_\_\_\_ BASE FEE \_\_\_\_\_

TYPE OF CONSTRUCTION \_\_\_\_\_ NUMBER OF INSPECTIONS \_\_\_\_\_

SQUARE FEET \_\_\_\_\_

APPROVAL SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

BUILDING APPLICATION / ZONING

Site Plan: **(Please read carefully and complete)**. Use the space below, or on a separate sheet of paper, to draw a diagram showing all of the following items.

1. The dimension of the lot or acreage. (all sides)
2. The location, distances to lot lines, of all existing and proposed structures.
3. The dimensions of all existing and proposed structures.
4. The distances between all existing structures.
5. The location of all roads bordering or on the property.
6. The location of any power and gas lines on property.
7. The location of any lakes, rivers, streams, or wetlands on or near property.
8. The location of any easements on the property.
9. A north arrow indicating the direction of north.



\*\*\*\*\*Do not write below this line\*\*\*\*\*

Required setbacks

Front \_\_\_\_\_ ft.    Rear \_\_\_\_\_ ft.    Side RT. \_\_\_\_\_    Left \_\_\_\_\_  
 Lot width \_\_\_\_\_ ft.    Lot area \_\_\_\_\_ sq. ft.    Living Area \_\_\_\_\_  
 Dist. between bldgs. \_\_\_\_\_ ft.    Zoning Dist. \_\_\_\_\_  
 Approved \_\_\_\_\_    Denied \_\_\_\_\_  
 Signature \_\_\_\_\_    Date \_\_\_\_\_  
 Reason Denied \_\_\_\_\_