



JUNE 2022

# Building Permit Application

IRA TOWNSHIP  
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FAIR HAVEN, MI 48023

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Authority: 1972 PA 230  
Completion: Mandatory to obtain permit  
Penalty: Permit cannot be issued

**Applicant To Complete All Items In Sections I, II, III, IV, V and VI**

**Note: Separate Permit Applications Must be Completed for Plumbing, Mechanical, and Electrical Work**

## I. Project Information

Project Name:		Address:		
City:	Village:	Township:	County:	Zip Code:
Property ID# 74-23-			Project Cost: \$	

## II. Identification

### A. OWNER OR LESSEE

Name:		Address:		
City:	State:	Zip Code:	Telephone #:	

### B. ARCHITECT OR ENGINEER

Name:		Address:		
City:	State:	Zip Code:	Telephone #:	
License Number:			Expiration Date:	

### C. CONTRACTOR

Name:		Address:		
City:	State:	Zip Code:	Telephone #:	
Builders License Number:			Expiration Date:	
Federal Employer ID Number or Reason for Exemption:				
Workers Comp. Insurance Carrier or Reason for Exemption:				
MESCC Employer Number or Reason for Exemption:				

## III. TYPE OF IMPROVEMENT AND PLAN REVIEW

### A. TYPE OF IMPROVEMENT (check)

New Building: <input type="checkbox"/>	Alteration: <input type="checkbox"/>	Demolition: <input type="checkbox"/>	Foundation Only: <input type="checkbox"/>	Relocation: <input type="checkbox"/>
Addition: <input type="checkbox"/>	Repair: <input type="checkbox"/>	Mobile Home Set-Up: <input type="checkbox"/>	Premanufacture: <input type="checkbox"/>	Special Inspection: <input type="checkbox"/>

### B. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate fee before a permit can be issued, except as listed below.

Plans are not required for alterations and repair work determined by the building official to be of a minor nature.

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 architect's or engineer's seal and signature.

**IV. PROPOSED USE OF BUILDING**

**A. Residential**

1. One Family	3. Hotel, Motel (# of Units)	5. Detached Garage
2. Two or More Family (# of Units)	4. Attached Garage	6. Other

**Include a complete description of the proposed residential construction project on page four.**

**B. Non-Residential**

7. Amusement	11. Service Station	15. School, Library, Educational
8. Church, Religion	12. Hospital, Institutional	16. Store, Mercantile
9. Industrial	13. Office, Bank, Professional	17. Tanks, Towers
10. Parking Garage	14. Public Utility	18. Other

**Non-residential:** Describe in detail the 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:
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**B. Principal Type of**

6. Gas:	7. Oil:	8. Electricity:	9. Coal:	10. Other:
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**C. Type of Sewage Disposal**

11. Public or Private Company:	12. Septic System:
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**D. Type of Water Supply**

13. Public or Private Company:	14. Private Well or Cistern:
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**E. Type of Mechanical**

15. Will there be air conditioning? YES NO	16. Will there be fire suppression? YES NO
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**F. Dimensions/Data**

17. Number of Stories:	21. Floor Area:	Existing:	Alterations:	New:
18. Use Group:	Basement:			
19. Construction Type:	1 <sup>st</sup> & 2 <sup>nd</sup> Floor:			
20. Number of Occupants:	3 <sup>rd</sup> – 10 <sup>th</sup> Floor:			
	11 <sup>th</sup> – Above:			
	Total Area:			

**Number of Off-Street Parking Spaces**

22. Enclosed:	23. Outdoors:
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**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:	
Address:	City:	State:	Zip Code:
Federal I.D. Number/Social Security Number:			

**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 subjected to civil fines.**

**SIGNATURE OF APPLICANT:**

**VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION**

**ENVIRONMENTAL CONTROLS APPROVALS**

	REQUIRED?		APPROVED:	DATE:	NUMBER:	BY:
A – Zoning	YES	NO				
B – Fire District	YES	NO				
C – Pollution Control	YES	NO				
D – Noise Control	YES	NO				
E – Soil Erosion	YES	NO				
F – Flood Zone	YES	NO				
G – Water Supply	YES	NO				
H – Septic System	YES	NO				
I – Variance Granted	YES	NO				
J - Other	YES	NO				

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

Use Group:	Base Fee:
Type of Construction:	Number of Inspections:
Square Feet:	
Approval Signature:	
Title:	Date:

<p>Must provide a self-addressed envelope if requesting permit to be mailed, otherwise please write email below for permit to be emailed. Approved plans will require more postage if mailing or they can be picked up at our office during normal business hours.</p>
<p>Email:</p>

<p><b>***Make checks payable to Ira Township***</b></p>
<p>Notes:</p>

Provide a complete description of the residential construction project:

The following information must be included with this application before the issuance of a permit will be considered:

- Two complete sets of blueprints\*
- Two copies of certified site plans sealed by a licensed Michigan civil engineer showing all setbacks and all building and grade elevations, to be reviewed by the Building Official prior to approval. See Plot Plan requirements on website.
- Section V-F – include dimensions and square footage
- Signature of applicant (Pg. 3 & 4)
- Property ID#
- Value of Construction
- Proposed use of building/description of construction
- Homeowner to provide copy of driver's license or state ID; contractor to register in person

\*Acceptable blueprints for construction will include the following information:

Plans must be drawn to scale and include the following information:

- Plot plan showing set back and size of all structures
- Floor plans of all floors including basements
- Wall details/cross section
- Show compliance with Michigan Uniform Energy Code
- Elevations of all side of structure
- Stair details/cross section of stairway
- Directional "north" arrow
  - ✓ Location of construction (i.e. address)
  - ✓ Name of Property Owner
  - ✓ Name and telephone number of person preparing plans
  - ✓ Numbered pages – i.e. page 1-4
  - ✓ Scale of Plans (typical ¼" = 1'0"

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Receipt#: \_\_\_\_\_ Check#/Cash: \_\_\_\_\_