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PHONE (231) 865-6977 or 231-865-3310

RESIDENTIAL BUILDING PERMIT APPLICATION for Maintenance/Alterations

Municipality/Jurisdiction _____

1. Contractor information

Name _____
Address _____
City/State/Zip code _____
Phone _____ E-mail _____
License number _____
Federal ID Number or reason for exemption _____
Workers comp. carrier or reason for exemption _____
MESC number or reason for exemption _____

2. Property Owner information

Owner of records name _____
Address _____ City/State/Zip Code _____
Phone # _____ E-mail _____

Project Location Information

Job Address _____
Between _____ and _____
Permanent Parcel Number _____

3. Type of Improvement (Mark applicable box(es))

☐ **Roofing \$75.00** ☐ **Windows / Doors (Size for Size replacements) \$75.00**
tear off reroof/roof over * INCLUDE ROUGH SKETCH SHOWING LOCATION OF WINDOWS/DOORS TO BE REPLACED.
☐ **Siding \$75.00** ☐ **Other (description of work):** _____

4. Cost of project (copy of written contract if applicable) _____

5. Contractual agreement (between General Contractor and Home Owner)

Does the contractual agreement with home owner include hiring Sub-Contractors (Electric, Mechanical and Plumbing licensed contractors) ? _____ Yes _____ No

6. **Site Plan:** Complete the site plan requested on the reverse of this sheet.

7. Affidavit - Please check one

Contractor
I certify and affirm that I am the property or building owner's authorized agent and that I agree to conform to all applicable laws of this jurisdiction. I also certify and affirm that both sides of this application are accurate and complete.

Home Owner -
I hereby execute this affidavit, testifying to a legal exemption for a license number as prescribed the Public Act and Amendment below. By signing this statement, I assume the following responsibilities:

1. The work regulated by this permit must meet zoning and building codes regulations. If a violation exists, the **HOLDER OF THE PERMIT** must improve it to be acceptable.
2. All insurance liability is assumed by the **PERMIT HOLDER**
3. The responsibility for injury to workers also fall on the **PERMIT HOLDER** as homeowner's policies **DO NOT** normally cover worker's compensation claims.
4. **PERMIT HOLDER** must call for and receive approvals for all required inspections (see plan review for required inspections) prior to covering the work and occupying.

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 the 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.

STATE OF MICHIGAN, PUBLIC ACT 230 REQUIRES FINAL INSPECTIONS AND CERTIFICATE OF OCCUPANCIES ISSUED ON ALL PROJECTS BEFORE OCCUPANCY.

PERMITS ARE VALID FOR ONE YEAR ONLY. A PERMIT IS CONSIDERED ABANDONED IF WORK IS SUSPENDED OR HAS NOT BEGUN FOR ANY SIX CONSECUTIVE MONTHS.

Signature _____ Date: _____

Print Name _____



Draw an X where a door/window is being replaced.