

Oceana County  
**Building Department**  
844 Griswold Ste. 200 Hart, MI 49420  
231)873-5355  
fax 231)873-7674

**Commercial Application Requirements**

1. Completed permit application.
2. Zoning Permit from your Township.
3. Tax Code Number and Address of Building Site from Equalization or City/Vlg.
4. Completed addendum for commercial application for plan review.
5. Septic & Well Permit from Environmental Health Department. 231)873-2193
6. Grading Permit from the Drain Commissioner. 231)873-3887
7. Driveway Permit from the Road Commission. 231)873-4226
8. Two complete sets of signed and sealed plans:
  - Site Plan
  - Structural and Architectural showing use type of all areas
  - Electrical showing location of all exit and means of egress lighting
  - Plumbing
  - Mechanical
9. Signed and sealed structural calculations.
10. All appropriate wall, floor and foundation sections.
11. Complete door schedule with catalog cuts for all doors and hardware including locksets.
12. Complete window and glazing schedule.
13. List of all rated assemblies (including a diagram of assembly and design number).
14. Details showing all accessibility requirements.
15. List of all design loads for the building.
16. Statement indicating shop drawings will be submitted for all fire protection systems.
17. Complete information for all special occupancy requirements.
18. Complete specifications.
19. Complete interior finish schedule with flame spread ratings.
20. Soil boring test.
21. Energy code calculations. (ASHRAE 90A-1980 and 90b-1975)