

BUILDING PERMIT APPLICATION

Oceana County Building Department
 844 S. Griswold Ste 200
 Hart, MI 49420
 (231)873-5355
bi@oceana.mi.us

OFFICE USE ONLY

Permit # _____
 Fee _____
 Receipt _____
 Payment _____

Property Owner

Name _____ Township _____
 Property #64-____-____-____-____ (____) Date purchased (approx.) _____
 Site Address _____ City/Vlg _____

Property Owner Mailing Address

Name _____
 Mail Address _____
 City _____
 State/Zip _____
 Email _____
 Phone # _____
 Cell Phone # _____

Contractor Information

Company Name _____
 Address _____
 City _____
 State/Zip _____
 Email _____
 License Holder Name _____
 State License # _____
 Exp Date _____
 Phone # _____
 Cell Phone# _____
 Fed ID # _____
 UIA Empl # _____
 Work Comp Carrier _____

Has info changed in last year?

Architect (commercial)

Name _____
 Address _____
 City/State/Zip _____

Driving Directions: (include nearest cross roads & landmarks, do not rely on GPS)

Dimensions/data

Commercial Residential

Use Group	# of bedrooms	# of full bathrooms	Size		
			UF Basement	1 st Floor	2 nd Floor
Construction Type		# of 1/2 bathrooms		Porch	Deck
Occupancy Load			Garage		Pole Barn
# of Units					

Description of job with sizes each story, decks, garage, finished or unfinished basement etc. (what building): _____

NOTES:

- ELECTRICAL, PLUMBING AND MECHANICAL PERMITS ARE SEPARATE. THEY ARE NOT INCLUDED IN THIS PERMIT APPLICATION.
- NEW HOUSES, ROOM ADD AND/OR REMODEL OVER 50% REQUIRE APPROVED BLOWER DOOR TEST ON SITE AT TIME OF FINAL INSPECTION.

Calculations (Office use only):

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TO BE WITH BUILDING PERMIT APPLICATION – if required by your project **(All forms must be submitted together. Incomplete apps WILL BE returned)**

	House Number Form (Equalization- New house/New structure on vacant lot)
	Zoning Permit or Waiver (Township)
	Site Plan (Property lines – where on property is work being done, where is septic, well, drain field)
	Plans/Drawings (Specs, dimensions, cross sections, etc.)
	Uniform Energy Code (Heated space – R Values on insulation)
	Truss Prints
	Bldg Sys App Rep (BOCA Home ONLY)
	Septic & Well Permit - Health Department (New system/New Home)
	Health Dept. BPA (Additional bedrooms/New structures with no active well & septic permits on small waterfront lots/Reconnecting to existing well & septic)
	Driveway Permit (Road Commission – County Road and No previous house on property)
	Soil Erosion Permit or Waiver (Drain Commission-If within 500ft of water and over 225ft ² of earth disturbance, over 1 acre of earth disturbance in any area, or Commercial-new structures or additions)
	EGLE Permit (flood plain, critical dune, or wetlands)
	DNR Zoning Permit (Designated natural rivers)

ADDITIONAL REQUIREMENTS FOR DEMOLITION (along with top items)

Proof of No Asbestos (if hiring contractor) Yes _____ No _____
 Demo site plan remove & remain bldg. sizes Yes _____ No _____

Utilities have/will be disconnected before work begins. Signature _____

A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.

I hereby certify that the owner of record authorizes the proposed work and that I have been authorized by the owner to make the application as his/her authorized agent. We agree to conform to the State of Michigan Building Codes. All information submitted on this application is accurate to the best of my knowledge. 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.

- **It is the responsibility of the person signing this form to contact the inspection office when the project is ready for the necessary inspection(s).**
- Michigan Energy Code is in affect; must be completed on new houses and additions before permit can be issued.

Signed _____ Applicant DOB _____ Date _____
 Contractor Property Owner

Print Applicant Name: _____

Egress and glazing requirements will be met on this project. Sleeping area requirements are that all egress windows from sleeping rooms must have a minimum net clear opening of 5.7 sq. ft. The minimum net clear opening height dimension shall be 24". The minimum net clear opening width dimension shall be 20".

Signed _____ Dated _____