

Permit _____

Payment Type _____

Building Permit Application

Oceana County Building Department

3986 N Oceana Dr. Hart MI 49420

(231)873-5355 - bi@oceana.mi.us



JOB LOCATION - REQUIRED

Site Address	City/Vlg	Township
Parcel/Tax I.D. No.	Date Purchased (If recent, we need proof of ownership):	

OWNER INFORMATION - REQUIRED

First Name, Last Name		Phone Number
Mailing Address		Cell Number
City	State	Zip
Email		

ARCHITECT (commercial)

Name	Address/City/State/Zip
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BUILDING CONTRACTOR INFORMATION

First Name, Last Name, or Business Name		Phone Number
Mailing Address		Cell Number
City	State	Zip
Contractor License Holder Name		Cont. Lic. Number
		Expiration Date
Tax ID Number (Fed ID)	MESC (UIA Empl)	Workers Comp Insurance

DIMENSIONS/DATA

Use Group	UF Basement	Pole Building	1st Floor
Construction Type	Finished Basement	Deck	2nd Floor
Occupancy Load	Garage	Porch	3rd Floor

DESCRIPTION OF JOB WITH SIZES (WHAT BUILDINGS) - REQUIRED

Description

RESIDENTIAL

COMMERCIAL

Driving Directions (access instructions need to be given at time of inspection scheduling)

Driving Directions

NOTES: 1. Electrical, Mechanical, & Plumbing permits are separate; they are NOT included in this permit application.

2. New houses, room additions, and/or remodels over 50% require approved blower door test report on site at time of final inspection.

Calculations (office use only)

Following checklist items need to be submitted with application if required by your project. All forms must be submitted together. Incomplete packets will not be accepted.

	House Number Form (Equalization - New house/New structure on vacant land)
	Zoning Permit or Waiver (Township)
	Site Plan (Property lines - where on property is work being done)
	Plans/Drawings (Specs, dimensions, cross sections, etc.)
	Uniform Energy Code (R Values on insulation)
	Truss Prints (unless using rafters)
	BSARs: Modular requires LARA Building System Approval Report & Manufactured HUD requires Building Systems Analysis Report)
	Septic & Well Permits (Health Department- All new systems/new homes unless city sewer and water)
	Health Dept. BPA (change of use, adding bedrooms, reconnecting/connecting to existing septic/well, or septic, well. drain field location unknown)
	Driveway Permit (Road Commission - county road, new structure on vacant land, no previous HOUSE on road)
	Soil Erosion Permit or Waiver (Drain Commission - if within 500ft of water/wetland AND over 200sf of earth disturbance, over 1 acre of earth disturbance in any area, or commercial new structures/additions)
	EGLE Permit (flood plain, wetlands, critical dunes)
	DNR Zoning Permit (Designated Natural Rivers)

ADDITIONAL REQUIREMENTS FOR DEMOLITION

Proof of no asbestos (if hiring a contractor)	Initials _____
Demo Site Plan (remove & remaining bldgs and sizes)	Initials _____
Utilities have/will be disconnected before work begins.	Signature _____

APPLICANT SIGNATURE -REQUIRED

A permit will be canceled when no inspections are requested or conducted within six months of the date of issuance or the date of a previous inspection. Cancelled permits cannot be refunded once work has started. Cancelled permits cannot be reinstated.
 * 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.
 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, 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	Printed Name	Date
Contractor	Property Owner	Agent

Egress and glazing requirements will be met on this project in accordance with the current Michigan Residential Code.

Signature	Printed Name	Date
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