

Building Permit

Ionia County
175 Adams St
Ionia, MI 48846
616-527-5374

Date: ____/____/____

Permit # _____

Job Address: _____ Property Tax ID: _____ Total Cost: \$ _____
Zoning District: (office use) _____ Owner: _____
Use Group (Office use) _____ Phone () _____
Type Const: (Office use) _____ Address: _____
Basic Dimensions: _____ ft. x _____ ft. Contractor: _____
No. Floors: _____ Phone() _____ By _____
Address: _____ Building Official

Residential	Commercial	Deck	New Building	Re-Roofing
Manufactured Homes	Addition	Alteration	Attached Garage	Siding
Accessory Bldg.	Swimming Pool	Foundation Only	Fence over 7ft tall	Demolition
Other _____				
_____ Sq Ft Accessory Bldg.	_____ Sq Ft main floor	_____ Sq Ft second floor	_____ Sq Ft fin. basement	
_____ Sq Ft Attached Garage	_____ Sq Ft unfinished basement	_____ Roof Height		

(attached garage requires fire separation)

Construction documents must be sealed by an architect engineer in accordance with 1980, PA 299 as amended. The seal and signature is not required for one and two family dwellings less than 3,500 square feet of calculated floor area and public works less than \$15,000 in total construction cost.

Engineer/Architect: _____ Phone (_____) _____

Address: _____

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information

Name		Phone Number ()	
E-mail address		Cell Phone Number ()	
Address:		City, State, Zip Code	
Federal ID/Social Security No.		MESC Employer No.	
License No.	Exp Date	Worker's Compensation Carrier	
If exempt from any of the above, explain here:			

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.

I, _____ (name), _____ (title), attest that the statements, specifications, and plans submitted with this application are true and complete and contain a correct description of the building or structure, lot or parcel, and proposed work. I further attest that this application complies with the requirements of MCL 125.1510 and that I am a person authorized under MCL 125.1510(2) to make the statements and attestations contained in this application under MCL 125.1510(2).

SIGNATURE

DATE

BUILDING PERMIT

SECOND PAGE

LOT DIAGRAM

Owner: _____ Job Address: _____

Address: _____

Tax I.D.: _____

- | | | |
|------------------------------|---|--|
| (1) Draw lot lines in feet | (4) Draw proposed construction | (7) Draw lakes, streams, and wet lands within 500 feet |
| (2) Label street | (5) Show dimensions of all buildings | (8) Contractor/owner will stake 2 adjacent lot lines |
| (3) Draw existing structures | (6) Show distance from all sides of building to sidelines | (9) Any Easements |

This image shows a full page of blank graph paper. The grid consists of small, equal-sized squares formed by thin black lines. There are 20 columns and 20 rows of squares, creating a total of 400 square units. The lines are evenly spaced and extend across the entire area of the page, leaving no margins or additional markings.

Signature: _____ Date: _____

CHECKLISTS

Must be completed and returned with permit application before the permit can be issued.

Residential Construction

- ____ Completed Building Permit Application
- ____ 3 Full Sets of Plans (plus 1 Digital Set)
- ____ Energy Compliance Worksheet
- ____ Site Plan / Lot Diagram
- ____ Driveway Permit
- ____ Water & Sewer or Well & Septic Permit
- ____ Soil Erosion Permit if within 500 feet of water
- ____ Proof of Ownership
- ____ Zoning Approval
- ____ Is property located in wetlands, floodplain, or critical dune area? YES/NO

No building permit may be issued if in a flood plain without EGLE and/or DNR* Approval.

Commercial Construction

- ____ Completed Building Permit Application
- ____ 3 Sets of Plans (plus 1 Digital Set)
(MUST BE SEALED BY DESIGN PROFESSIONAL)
- ____ Energy Compliance Worksheet
- ____ Site Plan / Lot Diagram
- ____ Driveway Permit
- ____ Water & Sewer or Well & Septic Permit
- ____ Soil Erosion Permit if within 500 feet of water
- ____ Proof of Ownership
- ____ Zoning Approval
- ____ Is property located in wetlands, floodplain, or critical dune area? YES/NO
- No building permit may be issued if in a flood plain without EGLE and/or DNR* Approval.

Please complete the secondary list below that applies to the project.

Foundation Only

- ____ Foundation Plan

Deck

- ____ Floor Plan
- ____ Elevation (Side View)
- ____ Cross Section (Footing to Top of Structure)
- ____ Connection Detail (Post to Girder)

Detached Garage/Accessory Structure

- ____ Completed Trade Permit Application (if applicable)
- ____ Exterior Elevation
- ____ Floor Plan
- ____ Cross Section
- ____ Engineered Truss Diagram

Fence – Over 7ft Tall.

- ____ Completed Building Permit Application
- ____ Details that include Footings and fence construction.

Manufactured Home**HUD Approved**

- ____ HUD approved installation instructions.

State approved.

- ____ (a) A statement that the work to be performed under the permit is to include the installation of a certified premanufactured unit or building component in accordance with the provisions of the act which statement shall be signed by the applicant or his agent, with an appropriate address.
- ____ (b) A copy of the approved building system with respect to which the premanufactured unit or building component was manufactured or is to be manufactured if one has not been furnished to that local enforcement agency previously.
- ____ (c) A copy of the building system approval report, where it has not been furnished to that local enforcement agency previously.

Roof Repair

- ____ Drawings of Work to be Performed that includes but not limited to: Roof covering materials, Number of layers, Decking, Roof venting, Flashing, other structural / construction, ETC.

Swimming Pools

- ____ Completed Electrical Permit Application
- ____ Completed Mechanical Permit Application (If Heated)
- ____ Site Plan (With Barriers)
- ____ Cross Section
- ____ Alarms (If Applicable)
- ____ Indicated Type of Pool
- ____ Bonding Requirements

Solar Panels

- ____ Drawings For Ground and Roof Mounted Systems
- ____ Completed Electrical Permit Application
- ____ Manufacturer's Specs (Installation Instructions)
- ____ Utility Inter- Connection Agreement

Signs

- ____ Completed Electrical Permit Application (If illuminated)
- ____ Foundation (Free Standing Signs or Monuments)
- ____ Drawings With Sufficient Details for a Plan Review

Demo

- ____ Proof Of Disconnects All Utilities
- ____ Regulated/controlled materials (i.e., contaminated materials, asbestos, underground storage tanks, etc.) are present on site. YES/NO
If YES, appropriate authorities must be contracted, and material disposed properly.

*** Blueprints and drawings must contain sufficient detail to perform a plan review for conformance with the State Building Code. Including wall sections/cross-sections drawings showing material dimensions and specifications from footing to rafters, as well as floor plan indicating all room dimension, window, door, and stair openings. All structures containing Pre -manufacturer members (roof trusses, laminated beams, etc.) require sealed drawings from manufacturer, forward to our office at time of delivery.**

Print: _____ **Date:** _____

Signature: _____

Airport Zoning Requirement Determination

All applicants must provide the following information from which it will be established as to whether or not an application for a permit to erect a structure will be necessary. (*NOTE: not applicable for Demolition permit*)

An application for a permit must be filed for all structures installed, constructed, or altered within *Zone 1*, as shown on the Airport Zoning Map.

Applications must also be filed for any structure(s) to be installed, constructed, or altered within:

Zone 2 -that will be 25 feet in height or higher

Zone 3 - that will be 100 feet in height or higher

Zone 4 - that will be 200 feet in height or higher

Zoning Area as determined by map: (1) (2) (3) (4) or outside all zones

Total height of structure (not applicable if outside all zones): _____ feet

Airport Zoning permit required: Yes

 No

If "YES", Community Development will provide the necessary form.

Airport Zone Map on the next page

IONIA COUNTY

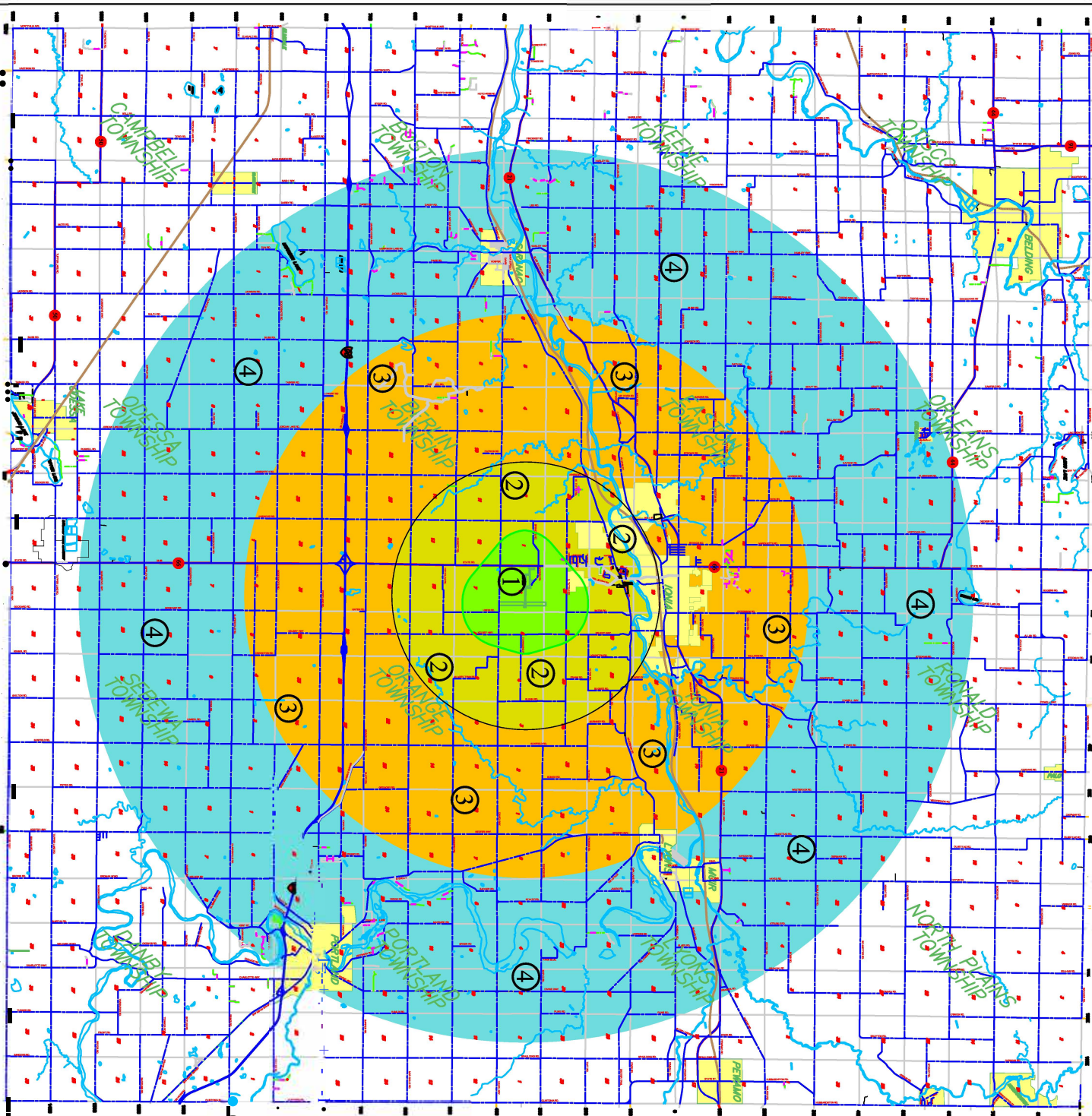
MICHIGAN

ROAD MAP



LEGEND

- WATER COURSES
- STATE HIGHWAYS
- PAVED ROADS
- ALL SEASON ROADS
- GRAVEL ROADS
- SECTION LINES
- CITY TOWNSHIP UNITS



To determine the height of a building or structure, the applicant must submit a copy of the building permit application to the Planning Department. The application must include a copy of the building permit application and a copy of the building permit application. The application must be submitted to the Planning Department within 30 days of the date of the building permit application.

Airport Zoning Application

- ③ 3 Miles of the Airport Building Height <25 feet
- ④ 3 to 6.32 Miles of the Airport Building Height <100 feet
- ⑤ 6.32 to 10 Miles of the Airport Building Height <200 feet

IONIA COUNTY MAPPING & GIS

COURT HOUSE
100 W MAIN
IONIA, MI 48846
TEL 616-527-5171
FAX 616-527-5121
DESIGNED BY: JVB
CHECKED BY: JVB
DATE: 7/10/03

DOCUMENTATION OF ONE OF THE METHODS OF COMPLIANCE OF THE MUEC SHALL BE PROVIDED BEFORE A BUILDING PERMIT APPROVAL IS GIVEN.

Parcel Survey, Site Plan, Lot Diagram

One, all inclusive drawing will fulfill the requirements for the following permit applications:

- Residential building
- Residential accessory/detached building
- Demolition
- Address if driveway is located on private road in townships of:

Boston	Danby
Easton	Ionia
Keene	North Plains
Orange	Orleans
Otisco	Portland
Sebewa	

- Airport Zoning
- Soil Erosion
- Local zoning ordinance compliance in townships of:

Danby	Keene
Orange	Otisco
Portland	

villages of:

Clarksville	Lake Odessa
Pewamo	Saranac

See the following pages for drawing requirements and instructions as well as a sample site plan and blank graph paper

NOTE: Contractor/owner will stake 2 adjacent lot lines for the first inspection,

LOT DIAGRAM PREPARATION

Drawing needs to include all of the following so that each permitting area will have its required information.

- Lot Lines - show dimensions in feet
- Label Road(s) or Street(s)
- Note soil type(s) (i.e., sandy, clay, gravel, etc.)
- Proposed Location(s) of:
 - (a) area(s) for soil borings for perk test (if any)
- Proposed Location and Type of:
 - (a) *new* structure(s)
 - (b) ***addition(s)*** to existing structure(s)and indicate the dimensions for each
- Existing Location and Type of:
 - (a) ***current*** structure(s)indicating the dimensions for each
or check here if not applicable
- Distance (in feet) to Existing Dwelling if:
 - (a) constructing a new accessory structure(s)

- Distance (in feet)

- to:
- (a) property lines
 - (b) road right-of-way
 - (c) easements and shorelines (if applicable)

- from:
- (a) all sides of *existing* buildings
 - (b) all sides of *proposed* buildings

- Proposed Location of:

- (a) septic/sewage system
- (b) well/water supply

indicating in feet the approximate distance from *existing* and *proposed* structures

- Existing Location (if applicable) of:

- (a) a septic/sewage system
- (b) well/water supply

indicating in feet the approximate distance from the existing location to the proposed location

- Driveway Location - IF parcel is located on a *private road*:

indicate in feet the distance from the center of the proposed driveway to each of the side property lines

CONTACT INFORMATION

ZONING & ORDINANCE

Please note that all zoned areas **MUST** have approval prior to permit submittal.

Boston- Dennis Bowen (616)642-6636 Ext 2

Danby & Keene- Jeanne Vandersloot (616)897-4242

Orange- David Fitzpatrick (616)822-6907

Village of Clarksville-Zoning Office (269)629-0600

Otisco- Roger Vandermolen (616)794-3506

Orleans- Al Almy (616)761-3407

Lake Odessa- Village Office (616)374-3698

Pewamo- Village Office (989)593-2553

Saranac- Village Office (616)642-6324

City of Ionia- Jonathan Bowman (616)523-0147

Portland Township- Nic Schneider (616)755-8527

SANITATION & WATER

Environmental Health

175 E Adams St.

Ionia, MI 48846

(616)527-5341

City of Ionia

114 N. Kidd St.

Ionia, MI 48846

(616)527-4170

Clarksville-Morrison Lake Sewer

7602 Morrison Lake Rd

Saranac, MI 48881

(616)642-6359

DRIVEWAY

Ionia County Road Department

169 E Riverside Dr.

Ionia, MI 48846

(616)527-1700

SOIL EROSION

Ionia County Building Department

175 E Adams St

(616)527-5374

DEQ

Jacob Patin

(616)204-7176

Drain Commissioner

Main Courthouse, Basement

100 W. Main Street

Ionia, MI 48846

(616)527-5373