

Grand Haven Charter Township  
 13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417  
 Phone: (616) 842-5988 Fax: (616) 842-9419

<b>Re-Roofing Residential Dwelling</b>
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**Residential 1 or 2 Family Building Permit Application**  
**Separate Applications Must be Completed for Plumbing, Mechanical, or Electrical Work Permits**

**Basement Finishes, Decks, and Residential Accessory Buildings are eligible for both regular and limited plan permits. See the "From Application to Completion" section of the attached guide for details.**

<b>I. Owner/ Job Location</b> <input type="checkbox"/> Owner is Applicant (if homeowner is applicant, complete Section I and continue to Section V)			
Name of Owner/Agent		Home Phone	Cell
Address		City	State Zip
Job Location (if different than above)		Name of City, Village, or Township Job is located <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of :	
Parcel #		Email:	
<b>II. Builder/Contractor/Licensee Information</b>			
Company Name		Company Address	
Business Phone		Cell	Fax
Email		Licensee Name	Date of Birth
Driver's License #		State Builder's License #	Expiration Date
Federal ID # (or reason for exemption)		Workers Comp (or reason for exemption)	UIA Employee # (or reason for exemption)
<b>III. Architect or Engineer</b>			
Name		Address	
City		State	Zip Business Phone
Email		State Architect or Engineering License #	Expiration Date
<b>IV. Builder's Affidavit</b>			
<p><i>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 subject to civil fines.</i></p> <p><i>I hereby certify that the proposed building work is authorized by the owner of record and that I have been authorizing by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</i></p>			
Signature of Licensee		Print Name of Licensee	Date
<b>V. Homeowner Affidavit</b>			
<p><i>I hereby certify the work described in this permit application shall be done by myself on my own dwelling in which I am living, or about to occupy. All work shall be done in accordance with the codes and shall not be backfilled, enclosed, dry walled, covered-up, or used until it has been inspected or approved by the appropriate inspector. I understand my responsibility to arrange for the required inspections and I agree not to move anything into, or use the building in any way, until I have received written approval to do so from the appropriate inspector.</i></p> <p><i>I understand that for any such affidavit connected to a building permit, I (or appropriate licensed contractors) am required to obtain additional permits before installing any electrical, plumbing, heating, air conditioning, fireplace, wood stove, ventilation component, or other similar work. I understand all of the above and acknowledge that failure to comply with the above requirements may cause revocation of the building permit and/or legal action to be taken against me.</i></p>			
Signature of Homeowner		Print Name of Homeowner	Date

<b>VI. Project Description</b>				
<b>A. Type of Improvement</b>				
<input type="checkbox"/> NEW BUILDING <input type="checkbox"/> ADDITION	<input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR	<input type="checkbox"/> BASEMENT FINISH <input type="checkbox"/> DECK	<input type="checkbox"/> FOUNDATION ONLY <input type="checkbox"/> PREMANUFACTURE	<input type="checkbox"/> MOBILE HOME SET-UP <input type="checkbox"/> SPECIAL INSPECTION
<b>B. Residential Building Regulated by the Michigan Residential Code</b>				
<input type="checkbox"/> ONE FAMILY <input type="checkbox"/> TWO FAMILY	<input type="checkbox"/> ATTACHED GARAGE <input type="checkbox"/> DETACHED GARAGE	<input type="checkbox"/> OTHER _____		
<b>C. Detailed Description of Work (REQUIRED)</b>				
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<b>D. Value of Construction Project</b>				
<b>Total value of project minus the price of lot:</b>				
\$ _____ <b>(Separate permits are required for Electrical, Mechanical and Plumbing work)</b>				
<b>E. Dimensions / Data</b>				
<b>Square Foot Breakdown</b>	<b>Finished</b>	<b>Unfinished</b>	<b>Total</b>	<b>Building Setbacks</b>
Basement				Front
1 <sup>st</sup> Floor				Rear
2 <sup>nd</sup> Floor				Side 1
Half Story				Side 2
<b>F. Select Characteristics of Building</b>				
<b>1. Principal type of framing:</b>				
<input type="checkbox"/> Wood Frame <input type="checkbox"/> Structure Steel <input type="checkbox"/> Masonry <input type="checkbox"/> Concrete <input type="checkbox"/> Other				
<b>2. Principal type of heating fuel:</b>				
<input type="checkbox"/> Gas <input type="checkbox"/> Oil <input type="checkbox"/> Electricity <input type="checkbox"/> Hydronic <input type="checkbox"/> Other _____ <input type="checkbox"/> N/A				
<b>3. Type of sewage disposal:</b>				
<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Septic System				
<b>4. Type of water supply:</b>				
<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Private Well or Cistern				
<b>5. Will there be air conditioning:</b>				
<input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, what type of system? <input type="checkbox"/> Coil/Condenser <input type="checkbox"/> Hydronic				
<b>VII. Plan Review Required</b>				
Detailed construction documents must be submitted with any application for a building permit, unless waived by the building official when code compliance can be determined based on the description in the application, and the appropriate fee(s) must be paid in full before a permit can be issued. Construction documents must be sealed and signed by an architect or professional 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. The building official also reserves the right to require architect or engineer supervision on any other construction method deemed unusual or non-typical.				