

Date: \_\_\_\_\_

Permit # \_\_\_\_\_

**Building Permit Application  
Ash Township  
1677 Ready Road  
P.O. Box 387, Carleton, Mi 48117  
(734) 654-2044**

Applicant to Complete All Items in Sections I, II, III, IV, V and VI

Note: Separate Applications Must be completed for Plumbing, Mechanical and Electrical Work Permits

**I. Project Information**

NAME		ADDRESS	
CITY	STATE	ZIP CODE	PARCEL #
DIRECTIONS TO PROPERTY			

**II. Identification**

**A. Owner**

NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER

**HOMEOWNERS AFFIDAVIT:**

I hereby certify that the work described on this permit application shall be installed by myself in my home in which I am living or about to occupy. All work shall be installed in accordance with the state code and shall not be enclosed, covered up or put into use until it has been inspected and approved by the inspector and assume responsibility to arrange for necessary inspections.

I thereby assume the responsibility of complying with the appropriate codes and circumstances, and assume responsibility for obtaining approval of installation and calling for inspections. I understand that it is necessary to obtain a final approval before occupying or using this installation. A Certificate of Occupancy or Temporary Certificate of Occupancy must be applied for on the appropriate forms.

Be advised that the owner/applicant is responsible to inform any sub-contractors if the fees have been pre-paid. Further, NO REFUNDS will be issued on any duplicate permits.

*SIGNATURE OF OWNER* \_\_\_\_\_

**B. Contractor**

NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER
BUILDERS LICENSE NUMBER		EXPIRATION DATE	CELL PHONE NUMBER
NAME OF LICENSEE	FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION		
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION	WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION		

**I Hereby certify that the proposed work is authorized by the owner of record and that I have been authorized 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.**

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 of Applicant*

### III. Type of Improvement

#### A. Type

<input type="checkbox"/> NEW BUILDING	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> DECK	<input type="checkbox"/> SWIMMING POOL
<input type="checkbox"/> ADDITION	<input type="checkbox"/> ACCESSORY BUILDING	<input type="checkbox"/> MOBILE HOME	<input type="checkbox"/> POND	<input type="checkbox"/> OTHER

#### B. Description of Improvement

Describe below the improvement being installed

  
  
  
  
  
  
  
  
  
  

### IV. Proposed Use of Building

#### A. Residential

<input type="checkbox"/> ONE FAMILY	<input type="checkbox"/> POLE BARN	<input type="checkbox"/> DETACHED GARAGE
<input type="checkbox"/> TWO OR MORE FAMILY	<input type="checkbox"/> ATTACHED GARAGE	<input type="checkbox"/> OTHER

#### B. Non-Residential

<input type="checkbox"/> AMUSEMENT	<input type="checkbox"/> SERVICE STATION	<input type="checkbox"/> SCHOOL, LIBRARY, EDUCATIONAL
<input type="checkbox"/> CHURCH, RELIGION	<input type="checkbox"/> HOSPITAL, INSTITUTIONAL	<input type="checkbox"/> STORE, MERCANTILE
<input type="checkbox"/> INDUSTRIAL	<input type="checkbox"/> OFFICE, BANK PROFESSIONAL	<input type="checkbox"/> TANKS, TOWERS
<input type="checkbox"/> PARKING GARAGE	<input type="checkbox"/> PUBLIC UTILITY	<input type="checkbox"/> OTHER

**NON-RESIDENTIAL** – DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G., FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED USE.

  
  
  
  

### V. Selected Characteristics of Building

#### A. Principal Type of Frame

MASONRY, WALL BEARING     WOOD FRAME     STRUCTURAL STEEL     REINFORCED CONCRETE     OTHER

#### B. Type of Sewage Disposal

PUBLIC OR PRIVATE COMPANY     SEPTIC SYSTEM

#### C. Type of Water Supply

MUNICIPAL     PRIVATE WELL OR CISTERN

#### D. Dimensions / Data

		FLOOR AREA	EXISTING	ALTERATIONS	NEW
NUMBER OF STORIES _____	BASEMENT _____	_____	_____	_____	_____
USE GROUP _____	1 <sup>ST</sup> & 2 <sup>ND</sup> FLOOR _____	_____	_____	_____	_____
CONSTRUCTION TYPE _____	3 <sup>RD</sup> – 10 <sup>TH</sup> FLOOR _____	_____	_____	_____	_____
NO. OF OCCUPANTS _____	11 <sup>TH</sup> - ABOVE _____	_____	_____	_____	_____
	TOTAL AREA _____	_____	_____	_____	_____

**VI. Property Information**

PARCEL NUMBER

PROPERTY ZONED

LOT SIZE (DIMENSIONS)

**VII. Local Governmental Agency to Complete This Section****ENVIRONMENTAL CONTROL APPROVALS**

	<b>REQUIRED?</b>	<b>APPROVED/NOT APPROVED</b>	<b>DATE</b>	<b>BY</b>	
<b>A - ZONING</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>B - WATER SUPPLY</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>C - SEPTIC SYSTEM</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>D - VARIANCE GRANTED</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>E - OTHER</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				

**VIII. Permit Fee Schedule**

- All permits require a \$50.00 non-refundable Application Fee.
- There is a \$35.00 annual Contractor Registration.
- There will be a DOUBLE PERMIT FEE assessed for all requested inspections prior to obtaining appropriate permits, and/or work done without the benefit of required permits.
- Certificate of Occupancy is a separate application.
- Residential Plan Review on structures over 3500 sq ft requires an additional plan review fees.
- An inspection outside of normal business hours (minimum charge of two hours) is \$50.00 per hour.
- Inspections for which no fee is specifically indicated (minimum charge of one hour) is \$50.00 per hour
- When an outside consultant is used for plan checking and inspections extra fees may apply.

**ONLY THE PERMIT APPLICANT MAY REQUEST INSPECTIONS**

**IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO MAKE  
ARRANGEMENTS FOR INSPECTIONS**

**ASH TOWNSHIP ENFORCES THE MICHIGAN RESIDENTIAL BUILDING CODE 2003**

ESTIMATED VALUE:	ASH TOWNSHIP CALCULATED VALUE:
APPLICATION FEE:	OTHER:
REGISTRATION FEE:	PERMIT FEE TOTAL:
BASE FEE:	
<b>APPROVED:</b> DATE	<b>DENIED:</b> DATE

**VI. Expiration of Permit**

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTH OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

When mailing in permits a receipt will be provided if you enclose a self addressed envelope.