

APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

CHECK FOR ANY DEED RESTRICTIONS APPLICABLE TO THIS PROPERTY AND/OR THIS CONSTRUCTION

DATE: ZONING: PERMIT #:

TOMPKINS TOWNSHIP
9999 Tompkins Rd.
Rives Jct., MI 49277
PH: 517 569-2463

Mike Haydo, Permit Clerk
7193 Grand River Rd.
Rives Jct., MI 49277
PH: 517 937-8995

APPLICANT TO COMPLETE ALL ITEMS IN SECTIONS I, II, III, IV, V AND VI

NOTE: Separate applications must be made to the appropriate division for Plumbing, Mechanical and Electrical Work Permits

PARCEL ID#

Indicate who the applicant is and who to email permit to:

- * Homeowner
* Contractor/Architect/Engineer

EMAIL
EMAIL

I. PROJECT INFORMATION - JOB LOCATION

Project Name, PIN #, Address, Phone, EMAIL, City and Zip Code

II. IDENTIFICATION - OWNER OR LESSEE

Name, Address, City, State, Zip, Email Address, Phone, FAX

III. CONTRACTOR

Name, Address, City, State, Zip, Email Address, Phone, FAX, Builder License Number, Expiration Date

IV. ARCHITECT OR ENGINEER

Name, Address, City, State, Zip, Email Address, Phone, FAX, Builder License Number, Expiration Date

Description of Project:

Cost of Construction When Complete: \$

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Homeowner Affidavit

I hereby certify the building work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Building Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Tompkins Township Building Inspector. I will cooperate with the Tompkins Township Building Inspector and assume the responsibility to arrange for necessary inspections

Instructions for Completing Application

General: Construction work shall not be started until the application for permit has been filed with Tompkins Township. All installation shall be in conformance with the Michigan Building Code. No work shall be concealed until it has been inspected. The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the Inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

Explanation 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 twelve (12) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of twelve (12) months after the time of commencing the work.

A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX (6) MONTHS OF THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.

Where to Submit Application: Tompkins Township is responsible for code enforcement in the township. Permit applications should be sent to the address on the front of this application. Questions regarding permits may be directed to the Tompkins Township Supervisor, John Tuttle, 517 206-5540.

NO OCCUPANCY PERMITS WILL BE ISSUED OR PERSONS ALLOWED TO MOVE ON THE PREMISES UNTIL FINAL APPROVAL HAS BEEN RECEIVED FOR ALL BUILDING, ELECTRICAL, MECHANICAL, AND PLUMBING WORK PERFORMED ON THE PREMISES, IN ADDITION TO ZONING, APPROVAL FOR WELL AND SEPTIC SYSTEM MUST BE APPROVED BY THE JACKSON COUNTY HEALTH DEPARTMENT.

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 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, 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 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.

VII. VALIDATION

The signature of the applicant on this application constitutes a certification by the applicant that the site plan, as submitted, is complete and accurate in all aspects. The township, further, shall have the right to rely on the accuracy of the same in connection with the issuance of permits and the conducting of required inspections.

SIGNATURE OF OWNER (required)

TYPE OR PRINT

DATE:

SIGNATURE OF APPLICANT

TYPE OR PRINT

DATE:

Make Checks Payable to Tompkins Township

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V. TYPE OF IMPROVEMENT AND PLAN REVIEW - WHEN PLAN REVIEW IS REQUIRED

<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> NON-RESIDENTIAL	
<input type="checkbox"/> New Build	<input type="checkbox"/> Addition	<input type="checkbox"/> Change in Use
<input type="checkbox"/> Relocate	<input type="checkbox"/> Repair	<input type="checkbox"/> Foundation Only
<input type="checkbox"/> Alteration	<input type="checkbox"/> Mobile Home Setup	<input type="checkbox"/> Demolition
		<input type="checkbox"/> Premanufactured
		<input type="checkbox"/> Special Inspections
		<input type="checkbox"/> Roof

VI. PROPOSED USE OF BUILDING

RESIDENTIAL - For demolition, show most recent use

<input type="checkbox"/> One Family	<input type="checkbox"/> Two or More Family <input type="checkbox"/> No. of Units	<input type="checkbox"/> Attached Garage __ft x __ft
	<input type="checkbox"/> Hotel/Motel <input type="checkbox"/> No. of Units	<input type="checkbox"/> Detached Garage __ft x __ft
<input type="checkbox"/> Pool	<input type="checkbox"/> Deck	<input type="checkbox"/> Other

Submission Items

- Well and Septic permits from Jackson County Health Department (517) 788-4433
- Jackson County Road Commission or JCDOT Driveway permit (517) 788-4230
- One set of prints

Plans must comply with the Michigan Uniform Energy Code (Not required with Manufactured)

- Passive Radon Control System
- Soil Erosion Permit or Copy of Exemption

- | | | |
|---|---|--|
| Y | N | Is there an existing dwelling on the site? |
| Y | N | Are there existing buildings on site? |
| Y | N | Is this a private road? |

Zoning Compliance Approved/Disapproved on _____
Date

By Zoning Inspector _____

Building Inspector Comments: _____

Building Plan Application Approved/Disapproved on _____
Date

By Building Inspector _____

Building Inspector Comments _____

