

APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

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

APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

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

RESIDENTIAL	NON-RESIDENTIAL
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- | | | | |
|-------------------------------------|--|--|--|
| <input type="checkbox"/> New Build | <input type="checkbox"/> Addition | <input type="checkbox"/> Change in Use | <input type="checkbox"/> Premanufactured |
| <input type="checkbox"/> Relocate | <input type="checkbox"/> Repair | <input type="checkbox"/> Foundation Only | <input type="checkbox"/> Special Inspections |
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Mobile Home Setup | <input type="checkbox"/> Demolition | <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"/> Detached Garage ___ft x ___ft |
| | <input type="checkbox"/> Hotel/Motel
<input type="checkbox"/> No. of Units | |
| <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 _____

SECTION 6. HOMEOWNER AFFIDAVIT

I hereby certify the plumbing work described on this permit application shall be install **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 Plumbing Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Tompkins Township Plumbing Inspector. I will cooperate with the Tompkins Township Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

SECTION 7. FEES

See Fee Schedule

Make checks payable to Tompkins Township

Enter the number of items being installed

- | | | | |
|-------|--|-------|--|
| _____ | Fixtures, Floor Drains, Special Drains, Water Connected Appliances | _____ | 3/4" Water Distribution Pipe |
| _____ | Stacks (soil, waste, vent and conductor) | _____ | 1" Distribution Pipe |
| _____ | Sewage Ejectors, Sumps | _____ | 1-1/4" Distribution Pipe |
| _____ | Sub-soil Drains | _____ | 1-1/2" Distribution Pipe |
| _____ | Water Service Less Than 2" | _____ | 2" Water Distribution Pipe |
| _____ | Water Service 2" to 6" | _____ | Over 2" Water Distribution Pipe |
| _____ | Water Service Over 6" | _____ | Reduced Pressure Zone Back -
Flow Preventor |
| _____ | Connection (bldg. drain-bldg sewers) | _____ | Medical Gas System |
| _____ | Domestic Water Treatment and Filtering Equipment Only | _____ | Manholes, Catch Basins |
| _____ | Sewers, Less than 6" (sanitary, storm or combined) | _____ | Sewers 6" & Over (sanitary,
storm or comb) |

SECTION 8. Instructions for Completing Application

General: Mechanical 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 Mechanical 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.

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 twelve (12) months after issuance of the permit or if the authorized work is suspended 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 TWELVE (12) MONTHS OF THE DATE OF ISSUANCE OR 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 Mike Haydo.