**BUILDING PERMIT APPLICATION**

**HANOVER TOWNSHIP**

**311 Farview St, PO Box 40**

**Horton, MI 49246**

**Office (517) 563-2791 Fax (517) 563-8430**

**Building Inspector: (517) 513-7330**

**IMPORTANT – APPLICANT TO COMPLETE ALL ITEMS**

THE TOWNSHIP OF HANOVER WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL ORIGIN, COLOR, MARITAL STATUS, HANDICAP, OR POLITICAL BELIEFS.

AUTHORITY: P.A. 230 OF 1972, AS AMENDED

COMPLETION: MANDATORY TO OBTAIN PERIMT

PENALTY: Application must be completed, signed, and proper fee enclosed or Permit will not be issued.

***I. LOCATION OF BUILDING:***

**ADDRESS**

**CITY STATE ZIP CODE**

**ZIP CODE**

**BETWEEN STREETS AND**

***II. A.OWNER OR LESSEE OF BUILDING:***

**NAME PHONE NO.**

**ADDRESS SAME AS LOCATION ADDRESS**

**CITY STATE ZIP CODE**

***B. ARCHITECT OR ENGINEER***

**BUSINESS NAME PHONE NO.**

**ARCHITECT NAME**

**ADDRESS**

**CITY STATE ZIP CODE**

**E-MAIL FAX NO.**

**LICENSE No. EXPIRATION DATE**

***C. CONTRACTOR****:*  **WORK BEING DONE BY PROPERTY OWNER**

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Text Box Tools tab to change the formatting of the pull quote text box.]

**BUSINESS NAME PHONE**

**ADDRESS**

**CONTACT PERSON PHONE**

**ADDRESS**

**CITY STATE ZIP CODE**

**BUILDER LICENSE #. EXPIRATION DATE**

**BUILDER LICENSE NO. EXPIRATION DATE**

**INSURANCE CARRIER POLICY #**

**FED ID # MESC #**

|  |  |
| --- | --- |
| **III. TYPE OF IMPROVEMENT AND PLAN REVIEW** | |
| A. TYPE OF IMPROVEMENT  RESIDENTIAL E NON-RESIDENTIAL  1. NEW BUILDING 4. ALTERATION 7. REPAIR 10. PREMANUFACTURE  2. ADDITION 5. DEMOLITION 8. MOBILE HOME SET-UP\* 11. SPECIAL INSPECTION  3. CHANGE IN USE 6. RELOCATION 9. FOUNDATION ONLY  OR OCCUPANCY  Dimensions needed for the above project ft x ft | |
| **B. PLAN REVIEW(S) TO BE PERFORMED**  BUILDING MECHANICAL FOUNDATION ELECTRICAL PLUMBING | |
| 1. **PROPOSED USE OF BUILDING** 2. RESIDENTIAL - For “wrecking”, show most recent use    1. D ONE FAMILY 4. D ATTACHED GARAGE ft X ft 7. D POOL    2. D TWO OR MORE FAMILY 5. D DETACHED GARAGE ft X ft 8. DECK NO. OF UNITS   6. D FINISH BASEMENT 9. D OTHER   * 1. D HOTEL, MOTEL   NO. OF UNITS | |
| 1. **NON-RESIDENTIAL**    1. D AMUSEMENT 14. D SERVICE STATION 18. D SCHOOL, LIBRARY, EDUCATIONAL 22. D NIGHT CLUB    2. D CHURCH, RELIGION 15. D HOSPITAL, INSTITUTIONAL 19. D STORE, MERCANTILE 23. D HAZARDOUS   CHEMICALS   * 1. D INDUSTRIAL 16. D OFFICE, BANK, PROFESSIONAL 20. D TANKS, TOWERS   24. OTHER   * 1. D PARKING GARAGE 17. D PUBLIC UTILITY 21. D RESTAURANT | |
|  | NONRESIDENTIAL-DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING,HOSPITAL, 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**  1 D MASONRY, WALL BEARING 2.D WOOD FRAME 3.D STRUCTURAL STEEL 4.D REINFORCED CONCRETE 5.DOTHER | |
| **B. PRINCIPAL TYPE OF HEATING FUEL**  6. DGAS 7.D OIL 8.D ELECTRICITY 9.D COAL 10.DOTHER | |
| **C. TYPE OF MECHANICAL**  11 WILL THERE BE AIR CONDITIONING? Y ES NO 12. WILL THERE BE FIRE SUPRESSION? YES NO 13. WILL THERE BE AN ELEVATOR? YES NO | |
| **IS EXCAVATION ON SITE LARGER THAN ONE ACRE AND WITHIN 500 FEET OF A LAKE, STREAM, OR COUNTY DRAIN?**  **Yes No** | |
|  | |
| **D. DIMENSION/ DATA** EXISTING ALTERATIONS NEW   * 1. NUMBER OF STORIES 19. FLOOR AREA   2. USE GROUP BASEMENT   3. CONST. TYPE 1ST & 2ND FLOOR   4. OCCUPANT LOAD 3RD FLOOR & ABOVE   5. SEPARATED OR TOTAL AREA   NON SEPARATED MIXED USE  DESCRIPTION OF CONSTRUCTION:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **E. NUMBER OF OFF STREET PARKING SPACES 22. COST OF CONSTRUCTION:**  20.ENCLOSED 21. OUTDOORS $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

**VI. APPLICANT INFORMATION**

***WARNING NOTICE***

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

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

***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.***

***DATE***

***SIGNATURE OF APPLICANT***

***PRINT NAME***

***HOMEOWNER’S AFFIDAVIT:***

***I hereby certify the construction on this permit application will be installed by myself in my own single-family dwelling in which I am living or about to occupy. All work will be installed in accordance with the building code adopted by the Township, and will not be enclosed, covered up, or put into use until it has been inspected and approved by the Building Inspector. I will cooperate with the Building Inspector and assume responsibility to arrange for the necessary inspections.***

***SIGNATURE***

***DATE***

|  |  |  |  |
| --- | --- | --- | --- |
| **HANOVER TOWNSHIP BUILDING PERMIT FEE SCHEDULE**  **\*\*CALL 517-563-2791 FOR FINAL COST OF PERMIT\*\*** | **FEE** | **# OF ITEMS** | **TOTAL** |
| Plan Review, as determined by Inspector, starts at $100 |  |  |  |
| Site Inspection/Zoning Compliance | $70 |  |  |
| Administrative Fee for Permit with 1 Inspection | $10 |  |  |
| Administrative Fee for Permit with 2 or more Inspections | $20 |  |  |
| Each Additional Inspection after Permit has been Issued | $80 |  |  |
| Footing Inspection | $80 |  |  |
| Backfill Inspection | $80 |  |  |
| Radon Inspection | $80 |  |  |
| Rough-In Inspection | $80 |  |  |
| Insulation Inspection | $80 |  |  |
| Final Inspection | $80 |  |  |

VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ENVIRONMENTAL CONTROL APPROVALS** | | | | | |
|  | **REQUIRED** | **APPROVED** | **DATE** | **NUMBER** | **BY** |
| **A - Zoning/District** |  |  |  |  |  |
| **1. Site Plan Approval** | **( ) Yes ( ) No** |  |  |  |  |
| **2. Variance Granted Z.B.A. Approval** | **( ) Yes ( ) No** |  |  |  |  |
| **B - Fire** | **( ) Yes ( ) No** |  |  |  |  |
| **C - Pollution Control** | **( ) Yes ( ) No** |  |  |  |  |
| **D - Flood Zone** | **( ) Yes ( ) No** |  |  |  |  |
| **E - Soil Erosion/County Drain** | **( ) Yes ( ) No** |  |  |  |  |
| **F - Twp. Water/Sewer** | **( ) Yes ( ) No** |  |  |  |  |
| **G - Water/County Health Dept.** | **( ) Yes ( ) No** |  |  |  |  |
| **H - Septic/County Health Dept.** | **( ) Yes ( ) No** |  |  |  |  |
| **I - County Road Comm.** | **( ) Yes ( ) No** |  |  |  |  |
| **J - Assessing Dept.** | **( ) Yes ( ) No** |  |  |  |  |
| COMPUTER PROPERTY TAX #  ALL PERSONAL AND PROPERTY TAXES ARE CURRENT: YES NO | | | | | |

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.

Approved by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature