

Western Washtenaw Construction Authority

Application for Building Permit and Plan Review

Bridgewater, Freedom, Manchester Townships & Village of Manchester

PH: 734-428-7001 FX: 734-428-1849

912 City Rd; P.O. Box 556 Manchester, MI 48158

wwcabuild@gmail.com

Western Washtenaw Construction Authority 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 Permit
Penalty: Permit cannot be issued

NOTE: SEPARATE PERMITS REQUIRED FOR APPLICANT MUST COMPLETE ALL SECTIONS ELECTRICAL, MECHANICAL, AND PLUMBING

Most building applications can be processed through our email

PROJECT INFORMATION	DATE _____	Permit Number
Project Address _____	_____	
Jurisdiction _____	_____	
Parcel ID # _____	_____	
Directions to site _____	_____	

Owner Information
Name _____
Address _____
City _____ State _____ Zip Code _____
Phone Numbers _____ Fax _____ Cell Phone _____
Email _____ Contact Name _____
Contractor Information
Company Name _____
Address _____
City _____ State _____ Zip _____
Phone Numbers _____ Fax _____ Cell Phone _____
Email _____ Contact Name _____
State of Michigan License Number _____
Architect/Engineer:
Company Name _____
Address _____
City _____ State _____ Zip _____
Phone Numbers _____ Fax _____ Cell phone _____
Email _____
State of Michigan License Number _____

Type and Cost of Construction

New Building _____ Addition _____ Alteration _____ Repair/ Renovation _____
Project Description _____

Cost of Project _____
Outside Dimensions _____ X _____ Stories _____
Sq. Ft. per floor 1st _____ 2nd _____ other _____ total _____
Proposed use _____

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Non-Residential:Use Group _____ Type of Construction _____ Total Occupancy _____
Describe use of structure _____**Characteristics of Structure****Principal type of frame:** _____ Masonry _____ Wood Frame
_____ Structural Steel _____ Reinforced Concrete
_____ Other _____**Foundation Details:** _____ Basement _____ Crawlspace _____ Prefab Concrete
_____ Walkout _____ Poured Concrete _____ Masonry Block
Basement wall Ht. _____ Permanent Wood _____ Foam Block
_____ Other _____**Type of Mechanical:** _____ Nat. Gas _____ Propane _____ Prefab Fireplace
_____ Air Conditioning _____ Fuel Oil _____ Electric _____ Masonry Fireplace
_____ Elevator or lift _____ Other _____**Type of Sewage Disposal:** _____ Public _____ Private (Septic etc.)**Type of Water Supply:** _____ Public _____ Private (Well)**Number of Bedrooms** _____ **Number of Bathrooms: Full** _____ **Partial** _____

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 this jurisdiction.

“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”

*Signature of applicant*_____
*Address of applicant*_____
*Date*_____
*Printed Name*_____
*Telephone Number*_____
*Fax Number**Mailing Address if different than above:* _____**Make checks out to W.W.C.A (Western Washtenaw Construction Authority)****Most applications can be processed through our email****Credit cards accepted (3% service fee)**

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For Office Use Only *Items Required for Permit Issuance*

- Zoning
- 2 copies of Plans (signed and sealed for Commercial and residential over 3500 sq. ft.)
- Energy Analysis Report - For new homes & additions only
- Building System Approval Report – For Modular homes only
- Septic Permit
- Well Permit
- Driveway Permit or Waiver
- Copy of Deed
- 1 copy of the approved Site plan including the utilities
- Soil Erosion
- Homeowner Affidavit
- Contractor Registration Form (If not registered please fill out the Contractor Registration Form)
- Other _____

Code _____

Use Group _____

Type of Construction _____

Description: _____

Inspections required:

- | | | |
|---|---|---|
| <input type="checkbox"/> Footing | <input type="checkbox"/> Rough Electrical | Blding Application Fee \$35.00
(non-refundable) _____
Plan Review Fee
(non-refundable) _____
Permit Fee _____
C of O Fee _____
Contractor Reg Fee _____
Sewer Inspection Fee _____
Other _____ |
| <input type="checkbox"/> Bsmt wall re-inforcement | <input type="checkbox"/> UG electrical | |
| <input type="checkbox"/> Backfill | <input type="checkbox"/> Service | |
| <input type="checkbox"/> Subsoil | <input type="checkbox"/> Final Electrical | |
| <input type="checkbox"/> Brick flashing | <input type="checkbox"/> Other _____ | |
| <input type="checkbox"/> Rough | <input type="checkbox"/> Rough Plumbing | |
| <input type="checkbox"/> Insulation
<small>(Provide insulation certificate on or before final)</small> | <input type="checkbox"/> UG plumbing | Total _____

Amount Paid _____

Amount Due _____ |
| <input type="checkbox"/> Blower door test | <input type="checkbox"/> Sewer | |
| <input type="checkbox"/> Final | <input type="checkbox"/> Final Plumbing | |
| <input type="checkbox"/> Other | <input type="checkbox"/> Other _____ | |
| _____ | <input type="checkbox"/> Rough Mechanical | |
| | <input type="checkbox"/> Gas Test | |
| | <input type="checkbox"/> UG Mechanical | |
| | <input type="checkbox"/> Final Mechanical | |
| | <input type="checkbox"/> Rough Fireplace | |
| | <input type="checkbox"/> Final Fireplace | |
| | <input type="checkbox"/> Other _____ | |

Permit Approved _____

Building Official

Date _____