

**BUILDING PERMIT APPLICATION**

**Kalkaska County Construction Code Dept.**

890 Island Lake Rd.  
Kalkaska, MI 49646  
Ph.: 231-258-3365  
Fax: 231-258-2828

**FOR OFFICE USE ONLY**

|                           |             |
|---------------------------|-------------|
| TYPE _____                | GROUP _____ |
| Health Dept. Permit _____ | _____       |
| Zoning Permit _____       | _____       |
| Soil Erosion Permit _____ | _____       |
| DNR Wetlands _____        | _____       |
| Driveway Permit _____     | _____       |
| Energy Code _____         | _____       |
| Floor Plan _____          | _____       |
| Foundation Drawing _____  | _____       |
| Cross Cut Drawing _____   | _____       |
| Elevation Drawing _____   | _____       |

Approved By: \_\_\_\_\_  
Approved Date: \_\_\_\_\_

Paid: \_\_\_\_\_ Total: \_\_\_\_\_

\_\_\_\_\_  
**Homeowners Name**

\_\_\_\_\_  
**Mailing Address**

\_\_\_\_\_  
**City, State, Zip Code**

\_\_\_\_\_  
**Telephone Number**

PROPERTY OWNER AFFIDAVIT: I hereby certify that the work described on this application shall be installed by myself in my own single family dwelling in which I am living or about to occupy. 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 structure. Violators of Section 23A are subject to civil fines.

\_\_\_\_\_  
**Owner's Signature**

\_\_\_\_\_  
**Owner's Printed Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Cost of Construction**

\*OWNER MUST NOT SIGN IF A CONTRACTOR IS TAKING OUT THIS PERMIT.

\*CONTRACTOR INFORMATION IS ON THE BACK OF THIS FORM.

\*APPLICATION WILL BE RETURNED IF THERE ARE TWO SIGNATURES.

**JOB SITE Address:** \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Township: \_\_\_\_\_

Parcel #/Tax ID # **(REQUIRED)** \_\_\_\_\_

Directions to job site:  
\_\_\_\_\_  
\_\_\_\_\_

**Job Description ~ (Fill in all that apply)**

|                                    |                                     |                        |
|------------------------------------|-------------------------------------|------------------------|
| Width _____                        | Length _____                        | Overall Height _____   |
| 1 <sup>st</sup> Floor Sq. Ft _____ | 2 <sup>nd</sup> Floor Sq. Ft. _____ | TOTAL Sq. Ft _____     |
| # Full Bathrooms _____             | # Partial Bathrooms _____           | # Bedrooms _____       |
| Htg. Fuel- LP Gas _____            | Natural Gas _____                   | Air Conditioning _____ |
| Septic Tank _____                  | Public Sewer _____                  | Private Well _____     |
| Foundation-Slab _____              | Basement _____                      | Crawlspace _____       |

**Type of Construction ~ (Circle all that apply)**

Single Family Home   Duplex   Commercial   Porch   Mudroom   Deck   Roof  
Roof -over   Shed/Storage   Attached Garage   Detached Garage   Pole Building  
Single-wide Mobile   Double-wide Mobile   Modular  
YEAR of MOBILE \_\_\_\_\_ 30# ROOF LOAD? (YES / NO) Sticker location \_\_\_\_\_

Addition/Alteration/Other (Explain)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **BUILDING PERMIT APPLICATION**

CONTRACTOR INFORMATION AREA- PLEASE INCLUDE A COPY OF YOUR CURRENT LICENSE  
*\*NO PERMIT CAN BE ISSUED UNDER A CONTRACTOR'S NAME WITHOUT A COPY OF THE CURRENT LICENSE\**

\_\_\_\_\_  
CONTRACTOR'S COMPANY NAME

\_\_\_\_\_  
STATE LICENSE NUMBER

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
LICENSE EXPIRATION DATE

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
INSURANCE CARRIER

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
CELL NUMBER

\_\_\_\_\_  
MESC & FEDERAL ID NUMBERS

### CONTRACTOR'S AFFIDAVIT

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 I 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.

\_\_\_\_\_  
**Contractor's Signature**

\_\_\_\_\_  
**Contractor's Printed Name**

\_\_\_\_\_  
**Date**

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 license requirements of this State relating to persons who are to perform work on a residential building or structure. Violators of Section 23A are subject to civil fines.

### **SITE PLAN**

**ALL PERMITS MUST BE FINALED BEFORE A CERTIFICATE OF OCCUPANCY WILL BE ISSUED**