

Laketon Township Residential/Commercial New Construction Permit Application

2735 W. Giles Rd., N. Muskegon, MI 49445 PH (231) 744-2454 FAX (231) 744-2506

SPECIAL NOTES – PLEASE READ!

- **MDEQ PERMITS/APPROVALS MAY BE NECESSARY FOR CONSTRUCTION ON WATERFRONT PROPERTY, PROPERTIES WITH WETLANDS, CRITICAL DUNES OR PROJECTS WITHIN CERTAIN DISTANCES OF LAKES, STREAMS OR OTHER BODIES OF WATER. PLEASE BE SURE TO SECURE ANY REQUIRED MDEQ PERMITS BEFORE APPLYING FOR A PERMIT FROM LAKETON TOWNSHIP.**
- **NO WORK** (including excavation) shall begin before a permit is issued. **An investigation fee will be charged if any work (other than clearing) begins prior to the permit being issued.**
- All applicants are subject to a seven (7) day processing period, starting on the date all required items are received by this office.
- **AUTHORITY:** P.A. 230 OF 1972, AS AMENDED.
- **COMPLETION:** Mandatory to obtain a permit, application must be completed and signed or permit will not be issued.
- **PENALTY:** WRITTEN ORDER TO STOP CONSTRUCTION.

Laketon Township will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

Applicant to complete all items in sections I, II, III, IV, V, & VI

Note: Separate applications must be made to the appropriate division for plumbing, mechanical, and electrical work permits.

PLEASE PRINT ALL INFORMATION

Section I – Location of Building

Job Address: _____
House Number & Street City State Zip Code

Legal Desc. – Tract/Lot Number: _____

Section II – Identification

A.Owner/Lessee Information:

Name: _____ Phone Number:(_____) _____

Address: _____
Street Address City State Zip Code

Email Address: _____ Preferred method of contact? Email or phone

B.Architect or Engineer Information:

Name: _____ Phone Number:(_____) _____

Address: _____
Street Address City State Zip Code

License Number: _____ Expiration Date: _____

C.Contractor Information:

Name: _____ Phone Number:(_____) _____

Address: _____
Street Address City State Zip Code

Email Address: _____ Preferred method of contact? Email or phone

License Number: _____ Expiration Date: _____

Section III – Type of Improvement and Plan Review

A.Type of Improvement:

- New Bldg Addition Alteration Repair Wrecking Relocations
 Foundation ONLY Mobile Home Set-up Premanufactured

Laketon Township Residential/Commercial New Construction Permit Application

B.Reviews to be Performed:

- Building
 Plumbing
 Mechanical
 Electrical
 Energy

Section IV – Proposed use of Building

A.Residential – (for “wrecking” show most recent use)

- One family dwelling
 Multi-family dwelling (# of units_____)
 Attached garage
 Detached garage
 Hotel/ Motel (# of units_____)
 Other

B.Non-Residential – (for “wrecking” show most recent use)

- Amusement
 Service Station
 School, Library, Educational
 Church
 Hospital/Institutional
 Store/Mercantile
 Industrial
 Office/Bank/Professional
 Tanks/Towers
 Parking Garage
 Public Utility
 Other

Non- residential describe in detail proposed use of building. ex: food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school parking garage, for department store, rental office building, office building at industrial plant etc. If use of existing building is being changed, enter proposed use. _____

Section V – Selected Characteristics of Building

A.Principal type of frame:

- Masonry, wall bearing
 Structural Steel
 Other _____
 Wood frame
 Reinforced Concrete

B.Principal type of heating fuel:

- Gas
 Oil
 Electricity
 Coal
 Other _____

C.Type of sewage disposal:

- Public or Private Company
 Septic System

D.Type of water supply:

- Public or Private Company
 Private Well or Cistern

E.Type of mechanical:

- Air Conditioning Yes No
 Elevator Yes No

F.Dimensions:

Number of Stories _____

Floor area: 1st & 2nd Floor _____

3rd – 10th Floor _____

11th & above _____

Total Land Area _____

Total Floor Area _____

Laketon Township

Residential/Commercial New Construction Permit Application

Enclosed Parking Spaces _____ Outdoor Parking Spaces _____

Section VI – Applicant Information

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

Name: _____ Address: _____
Street address City State Zip Code

PHONE: _____ E-MAIL ADDRESS: _____

Federal ID Number/Social Security Number: _____

Value of Proposed Work: _____

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 of the information on this application is accurate to the best of my knowledge.

SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, ACT230 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: _____ **Date:** _____

Section VII – For Department Use ONLY

| | Required | | | Approved | Date | By |
|-----------------------|----------|--------|---------|----------|-------|-------|
| A.- Zoning | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| B.- Fire District | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| C.- Pollution Control | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| D.- Noise Control | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| E.- Soil Erosion | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| F.- MDEQ Permit | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| G.- Flood Zone | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| H.- Water Supply | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| I.- Septic System | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| J.- Variance Granted | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |
| . - Other | ___ Yes | ___ No | ___ N/A | _____ | _____ | _____ |

Section VIII – For Department Use Only

Notes and/or stipulations: _____

Approval Signature: _____ Title: _____ Date: _____

Laketon Township Residential/Commercial New Construction Permit Application

PERMIT FLAT FEE SCHEDULE – REVISED – EFFECTIVE April 1, 2023

Please note: the flat rate permit fees below are for small residential maintenance/repair type jobs– other/larger projects such as decks, buildings, homes, additions etc are still value based – see below:

FLAT FEE PERMITS WITH 1 INSPECTION: \$95.00

Examples:

- Minimum Permit Fee (any misc work that needs 1 inspection)
- Demolition

FLAT FEE PERMITS WITH 2 INSPECTIONS: \$145.00

Examples:

- Re-Shingle, Re-Siding or Replacement windows/doors

ADDITIONAL OR REINSPECTIONS: \$65.00

For each inspection needed beyond the original number of inspections covered by the permit issued

Special Note: If the inspector is called to do an inspection and the work does not pass inspection or the job is not ready or he cannot get into the structure to perform the inspection – an additional inspection fee will be charged each time he must re-visit the job site.

If work starts before a permit is issued: The Township reserves the right to administer an investigation fee equal to the permit fee if work is started before an approved permit is received.

Cancellation/Refund Policy: A \$50.00 cancellation fee will be charged if no inspections have been performed on the permit being cancelled. If inspections have been performed the permit is subject to the \$50.00 cancellation fee plus \$55.00 for each inspection performed.

VALUE BASED PERMIT FEES (PERMIT FEES ARE ROUNDED UP TO THE NEAREST DOLLAR):

| Value of project | Permit Fee |
|--------------------------|---|
| \$1 to \$500 | Minimum fee: \$95.00 |
| \$501 to \$2,000 | Minimum fee: \$95.00 |
| \$2,001 to \$25,000 | \$69.25 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof |
| \$25,001 to \$50,000 | \$391.75 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof |
| \$50,001 to \$100,000 | \$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000 or fraction thereof |
| \$100,001 to \$500,000 | \$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof |
| \$500,001 to \$1 million | \$3233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof |
| Over \$1 million | \$5608.75 for the first \$1 million plus \$3.65 for each additional \$1,000 or fraction thereof |

This revision shall take effect on April 1, 2023.