

CLARK TOWNSHIP

PO Box 367 • Cedarville, MI 49719 • (906) 484-2672

Building and Zoning Inspector

Ken Waybrant

inspector@clarktwp.org

Make Check Payable to: **Clark Township**

Date of Application: _____

Permit No. _____

AUTHORITY COMPLETION PENALTY : P.A. 230 OF 1972 AMENDED
Mandatory to obtain permit: application must be completed, signed, and proper fee enclosed, or permit will not be issued

The Department of Labor 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

NOTE: SEPARATE APPLICATIONS MUST BE MADE TO THE APPROPRIATE DIVISION FOR PLUMBING, ELECTRICAL AND MECHANICAL WORK PERMITS.

I. LOCATION OF BUILDING

Address:			
Village:	Township:	County:	Zip Code:
Between		and	

II. IDENTIFICATION

A. Owner or Lessee

Name:		Telephone:	
Address:	City:	State:	Zip

B. Architect or Engineer

Name:		Telephone:	
Address:	City:	State:	Zip:

License No. _____ Expiration date: _____

C. Contractor

Name:		Telephone:	
Address:	City:	State:	Zip:

Builder's License No. _____ Expiration date: _____

III. TYPE OF IMPROVEMENT AND PLAN REVIEW

A. Type of Improvement

1. New Building ___ 3. Alteration ___ 5. Wrecking ___ 7. Foundation only ___ 9. Relocation ___
2. Addition ___ 4. Repair ___ 6. Mobile Home Setup ___ 8. Pre-Manufacture ___

B. Review(s) to be performed

Building ___ Other ___

IV. SELECTED CHARACTERISTICS OF BUILDING

A. Principle Type of Frame

1. Masonry _____ 2. Wood Frame _____ 3. Structural Steel _____ 4. Reinforced Concrete _____ 5. Other _____
Wall Bearing

B. Principle Type of Heating Fuel

6. Gas _____ 7. Oil _____ 8. Electricity _____ 9. Coal _____ 10. Other _____

C. Type of Sewage Disposal

11. Public or Private _____ 12. Septic System _____

D. Type of Water Supply

13. Public or Private Company _____ 14. Private Well or Cistern _____

E. Type of Mechanical

15. Air Conditioning: Yes _____ No _____ 16. Elevator: Yes _____ No _____

F. Dimensions

17. Number of stories _____ 18. Floor Area: 1st and 2nd Floors: _____
3rd and 10th Floors: _____
11th-- above Floors: _____
Total Land Area (Sq. Ft.) _____ Total Area: _____

G. Number of Off Street Parking Spaces

19. Enclosed: _____ 20. Outdoors: _____

V. APPLICANT INFORMATION

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

Name:		Telephone:	
Address:	City:	State:	Zip:

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 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 person(s) who are to perform on a residential building or a residential structure. Violators of Section 23A are subject to civil fines.

Signature of Applicant:	Date:
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Residential Fee Schedule

Detached Single Family Residence		Base Fee +	Number of Square Feet	X	= Fee per Item
House	(4 Inspections)	\$50 +		.12	
Modular Home	(3 Inspections)	\$120	N/A	N/A	
Additions	(4 Inspections)	\$50 +		.12	
Enclosed Porch	(2 Inspections)	\$25 +		.05	
Detached garage, boat house or storage building	(2 Inspections)	\$20 +		.05	
Decks up to 60 sq.ft.	(1 Inspection)	\$20	N/A	N/A	
Decks larger than 60 sq. ft.	(1 inspection)	\$20 +		.03	
Car port, boat storage, covered porch, or pole building	(2 Inspections)	\$10 +		.05	
Remodeling	(2 Inspections)	\$40	N/A	N/A	
Mobile home or sectional	(2 Inspections)	\$100	N/A	N/A	

Plan Review: Single Family Residential

	Value of Construction	X	(minimum)	= Fee
A. Residence	\$	\$.00095	\$20.00	
B. Accessory Building (s)	\$	\$.00075	\$10.00	
Permit Administration Fee				\$50
Residential Building Permit Grand Total: \$				

Commercial Fee Schedule

Commercial		Base Fee +	Number of Square Feet	X	= Fee per Item
Commercial Building	(5 Inspections)	\$60 +		\$.15	
Remodeling	(4 Inspections)	\$50 +		\$.05	
Special or Additional Inspections	# of Additional Inspections		Quantity	\$20.00	

Plan Review: Commercial Building

	Value of Construction	X	+ Base Fee	= Fee
A. Value up to \$500,000	\$	X	N/A	
B. Value more than \$500,000	\$	X	\$750.00	
Permit Administration Fee				\$25
Commercial Building Permit Grand Total				

VI. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION

Environmental Control Approvals

	Required	Approved	Date	Number	By
A. Zoning	<input type="checkbox"/> Yes <input type="checkbox"/> No				
B. Fire District	<input type="checkbox"/> Yes <input type="checkbox"/> No				
C. Pollution Control	<input type="checkbox"/> Yes <input type="checkbox"/> No				
D. Noise Control	<input type="checkbox"/> Yes <input type="checkbox"/> No				
E. Soil Erosion	<input type="checkbox"/> Yes <input type="checkbox"/> No				
F. Flood Zone	<input type="checkbox"/> Yes <input type="checkbox"/> No				
G. Water Supply	<input type="checkbox"/> Yes <input type="checkbox"/> No				
H. Septic System	<input type="checkbox"/> Yes <input type="checkbox"/> No				
I. Variance Granted	<input type="checkbox"/> Yes <input type="checkbox"/> No				
J. Other	<input type="checkbox"/> Yes <input type="checkbox"/> No				

VII. VALIDATION--FOR DEPARTMENT USE ONLY

Notes and Data:

Building Permit Number:

Approval Signature:

Issue Date:

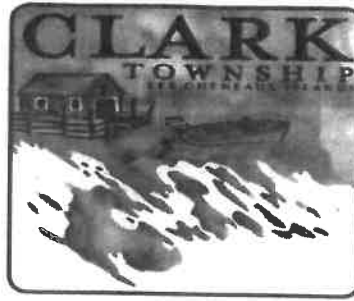
Permit Fee:

Clark Township Building Inspector

- Fee Schedule Effective as of May 1, 2007
- A Scale Drawing Must Be Submitted with Land Use Permit
- Other Documents May Be Required

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207 N. BLIND LINE ROAD
P.O. BOX 367
CEDARVILLE, MI 49719
PHONE (906) 484-2672
FAX (906) 484-3199



LES CHENEAUX
Michigan's Land of Water

MARK G. CLYMER, SUPERVISOR
SUSAN J. RUTLEDGE, CLERK
LISA A. FITZGERALD, TREASURER
STEVE KOZMA, TRUSTEE
PATRICK J. SCHUSTER, TRUSTEE

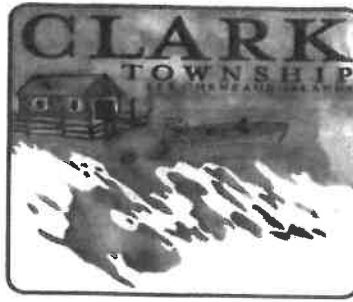
Notice to Applicant

The issuance of this building permit only signifies approval by Clark Township for the applicant to construct the structure described.

The applicant remains obligated to comply fully with all federal, state and local laws and regulations that pertain to all aspects of the construction and development of the property as described on the application.

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This document is only the application - it is NOT A PERMIT

**NOTE – A LAND USE PERMIT IS REQUIRED ONSITE
PRIOR TO DIGGING**

**PERMIT REQUIRED ONSITE BEFORE START OF CONSTRUCTION OR
REMODELING.**

Building Inspector shall be notified 48 hours in advance of:

1. Pouring footings
2. Doing foundation
3. Rough in completion
4. Final (Before Occupancy)

**DO NOT START BUILDING UNTIL A BUILDING PERMIT IS POSTED
ONSITE**

**Work started before the permit is issued will result in a stop work order until
a permit is obtained.**

**TO OBTAIN A BUILDING PERMIT – COMPLETE PLANS/LAYOUT OF
ALL FLOORS, AND GARAGE, WITH DIMENSIONS, LOCATION OF
WINDOWS, DOORS, ROOMS, BASEMENT/CRAWLSPACE, BEAMS,
STAIRS, ETC., MUST BE SUBMITTED.**

COST OF IMPROVEMENT: \$ _____

• **Electrical:** \$ _____

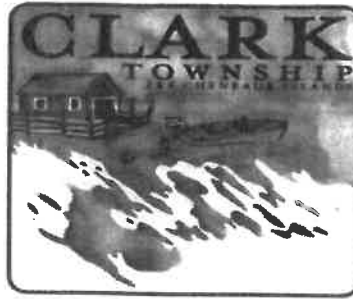
• **Plumbing:** \$ _____

• **Heating/Air Cond.** \$ _____

• **Other (elevator, etc.):** \$ _____

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BUILDING PERMIT FEE SCHEDULE ADDENDUM

Special Site inspections

The Inspector will be available by appointment for Special Site Inspections at times outside of his two-day work schedule, as circumstances permit. The inspection charge will be twice the normal rate, and the applicant will pay the Inspector's round trip mileage from his home to the site as the current rate specified by the IRS.

A form will be provided for completion and will provide details of each Special Inspection done indicating date, time, mileage and signature of the permit holder or his/her agent, etc. Compensation will depend upon submission of a satisfactorily completed form.

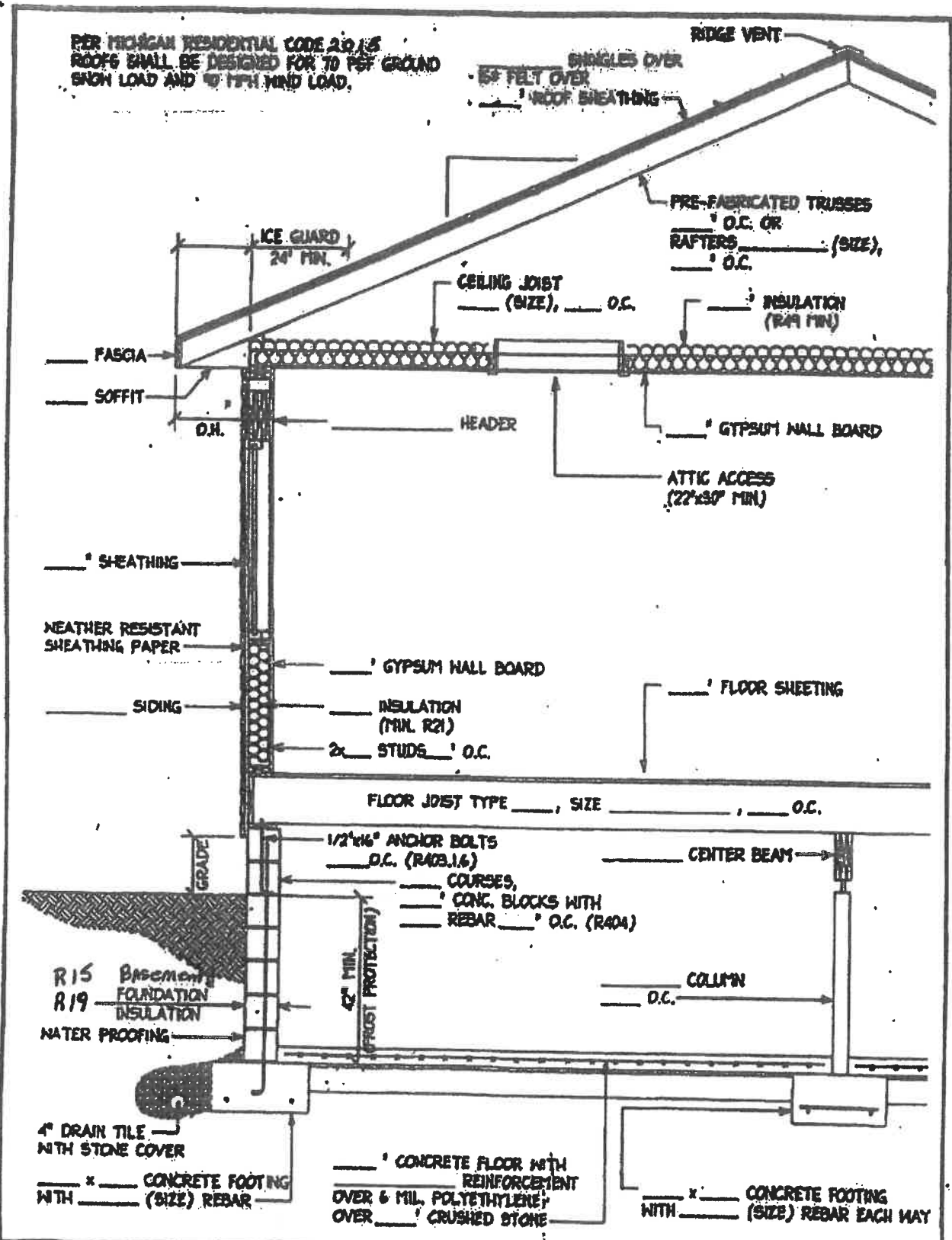
"After the Fact" Fees for Permits

For proper approvals and tracking of projects, the State, the Township and other agencies require permits be issued PRIOR TO ANY development, activities or occupancy.

If it is discovered that any project was started prior to receiving the proper permits – the regular permits fee will be doubled for work already started. Work that does not meet approvals or requirements will be denied, and remediation will be at the expense of the property owner.

For habitual offenders with a history of beginning at least two projects without proper permits, the "After the Fact" fee will be tripled.

Fill in the appropriate lines and return with your application.



Number of crawl space vents _____

Bedroom window size: Height from floor _____ Width _____ Height _____

Smoke Detector is MANDATORY - Brand _____

To Submit an Appeal to the Planning Commission or Zoning Board of Appeals

If the Building Inspector/Zoning Officer denies your request for a permit, you may appeal that decision to either the Planning Commission (land use permits) or the Zoning Board Appeals (variance requests). To help expedite the process, please included the following items in your appeal:

1. Your permit that was denied by the Building Inspector/Zoning Officer
2. A letter stating the basis for the appeal with your signature
3. Site Plan. A hearing will not be scheduled until this is provided.
4. Appropriate appeal fee: a hearing will not be scheduled until this is paid.
5. If you are unable to attend the hearing, a letter authorizing a personal representative should be supplied.

When an appeal is submitted, a public notice must be posted in the St. Ignace News, and **it must be posted at least 15 days prior to the meeting*** of either the Planning Commission or Zoning Board of Appeals. The Planning Commission meets on the second Tuesday of each month, and the Zoning Board of Appeals usually meets on the fourth Tuesday of the month if it has a case to determine.

Thank you for your cooperation.

*Michigan Zoning Enabling Act, Act 11 of 2006