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

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**

<table>
<thead>
<tr>
<th>Address:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Village:</th>
<th>Township:</th>
<th>County:</th>
<th>Zip Code:</th>
</tr>
</thead>
</table>

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**


**B. Review(s) to be performed**

Building ______ Other ______
### IV. Selected Characteristics of Building

**A. Principle Type of Frame**
   Wall Bearing

**B. Principle Type of Heating Fuel**

**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 Area: 
   Total Land Area (Sq. Ft.):

**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

<table>
<thead>
<tr>
<th>Name:</th>
<th>Telephone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>City:</td>
</tr>
<tr>
<td>State:</td>
<td>Zip:</td>
</tr>
</tbody>
</table>

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: |
# Residential Fee Schedule

<table>
<thead>
<tr>
<th>Detached Single Family Residence</th>
<th>Base Fee +</th>
<th>Number of Square Feet</th>
<th>X</th>
<th>= Fee per Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>House</td>
<td>$50 +</td>
<td></td>
<td>.12</td>
<td></td>
</tr>
<tr>
<td>Modular Home</td>
<td>$120</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Additions</td>
<td>$50 +</td>
<td></td>
<td>.12</td>
<td></td>
</tr>
<tr>
<td>Enclosed Porch</td>
<td>$25 +</td>
<td></td>
<td>.05</td>
<td></td>
</tr>
<tr>
<td>Detached garage, boat house or storage building</td>
<td>$20 +</td>
<td></td>
<td>.05</td>
<td></td>
</tr>
<tr>
<td>Decks up to 60 sq.ft.</td>
<td>$20</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Decks larger than 60 sq. ft.</td>
<td>$20 +</td>
<td></td>
<td>.03</td>
<td></td>
</tr>
<tr>
<td>Car port, boat storage, covered porch, or pole building</td>
<td>$10 +</td>
<td></td>
<td>.05</td>
<td></td>
</tr>
<tr>
<td>Remodeling</td>
<td>$40</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Mobile home or sectional</td>
<td>$100</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

# Plan Review: Single Family Residential

<table>
<thead>
<tr>
<th></th>
<th>Value of Construction</th>
<th>X</th>
<th>(minimum)</th>
<th>= Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Residence</td>
<td>$</td>
<td>$.00095</td>
<td>$20.00</td>
<td></td>
</tr>
<tr>
<td>B. Accessory Building (s)</td>
<td>$</td>
<td>$.00075</td>
<td>$10.00</td>
<td></td>
</tr>
</tbody>
</table>

| Permit Administration Fee      | $25                   |

Residential Building Permit Grand Total: $  

# Commercial Fee Schedule

<table>
<thead>
<tr>
<th>Commercial</th>
<th>Base Fee +</th>
<th>Number of Square Feet</th>
<th>X</th>
<th>= Fee per item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Building</td>
<td>$60 +</td>
<td></td>
<td>$15</td>
<td></td>
</tr>
<tr>
<td>Remodeling</td>
<td>$50 +</td>
<td></td>
<td>$05</td>
<td></td>
</tr>
<tr>
<td>Special or Additional Inspections</td>
<td># of Additional Inspections</td>
<td>Quantity</td>
<td>$20.00</td>
<td></td>
</tr>
</tbody>
</table>
Plan Review: Commercial Building

<table>
<thead>
<tr>
<th>Value of Construction</th>
<th>X</th>
<th>+ Base Fee</th>
<th>= Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Value up to $500,000</td>
<td>$</td>
<td>$.001</td>
<td>N/A</td>
</tr>
<tr>
<td>B. Value more than $500,000</td>
<td>$</td>
<td>$.001</td>
<td>$750.00</td>
</tr>
</tbody>
</table>

Permit Administration Fee $25

Commercial Building Permit Grand Total

VI. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION

Environmental Control Approvals

<table>
<thead>
<tr>
<th></th>
<th>Required</th>
<th>Approved</th>
<th>Date</th>
<th>Number</th>
<th>By</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Zoning</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Fire District</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Pollution Control</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. Noise Control</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. Soil Erosion</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F. Flood Zone</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. Water Supply</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H. Septic System</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. Variance Granted</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J. Other</td>
<td>□ Yes □ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

VII. VALIDATION--FOR DEPARTMENT USE ONLY

Notes and Data:

Building Permit Number: Approval Signature:

Issue Date: 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
Fill in the appropriate lines and return with your application.

PER MICHIGAN RESIDENTIAL CODE 2011
ROOFS SHALL BE DESIGNED FOR 70 PSF GROUND
SNOW LOAD AND 90 MPH WIND LOAD.

ICE GUARD
24" MIN.

CEILING JOIST
(SIZE), O.C.

FASCIA

SOFFIT

D.H.

HEADER

FLOOR JOIST TYPE
(SIZE)

GUTTER

ATTIC ACCESS
(27"x30" MIN)

FLOOR SHEETING

GYPSPUM WALL BOARD

INSULATION
(MIN. R-21)

2" STUDS, O.C.

1/2" X 1/8" ANCHOR BOLTS
O.C. (R403.16)

CENTER BEAM

COURSES,
CONC. BLOCKS WITH
REBAR, O.C. (R404)

COLUMN

O.C.

FIRE PROOFING

WATER PROOFING

R15
R19

FOUNDATION
INSULATION

4" DRAIN TILE
WITH STONE COVER

CONCRETE FOOTING
WITH (SIZE) REBAR

CONCRETE FLOOR WITH
REINFORCEMENT
OVER 6 MIL POLYETHYLENE
OVER CRUSHED STONE

CONCRETE FOOTING
WITH (SIZE) REBAR EACH WAY

Number of crawl space vents

Bedroom window size: Height from floor Width Height

Smoke Detector is MANDATORY – Brand
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.
Permit Required on Site before Start of Construction or Remodeling

The Building Inspector shall be notified 48 hours in advance of the following:

1. Pouring of footings
2. Constructing foundations
3. Rough-in completion
4. Final (before occupancy)

DO NOT START BUILDING UNTIL A BUILDING PERMIT IS POSTED ON SITE

This form is only an application. It is not a permit.

Any work started before a permit is issued will result in a stop-work order until such time a permit is obtained.

A land use permit is required before any digging. Do not start digging until you have a Land Use Permit posted.

We need plans before a permit is issued. A complete layout of all floors and garage dimensions, location of widows, doors, rooms, basement/crawl space beams, stairs, etc. is needed.

Costs of Improvement: $ ______________

a. Electrical.......................... $ ______________
b. Plumbing ......................... $ ______________
c. Heating/air conditioning .........$ ______________
d. Other (elevator, etc.)......... $ ______________
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 for Special Inspections will be twice the normal rate, and the applicant will pay the Inspector's round-trip mileage from his home to the building site at the rate specified in the Clark Township Employee Policy Manual, which is the current rate set by the IRS.

A form will be provided for completion and will provide details of each Special Inspection done, indicating date, time, mileage, name 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, Township and other agencies require permits be issued prior to any development activities or occupancy.

If it is discovered that projects were begun prior to receiving the proper permits, the regular permit fees will be doubled for work already commenced. Work that does not meet approvals or requirements will be denied and remediation will at the expense of the property owner.

For habitual offenders with a history of beginning at least two projects prior to obtaining proper permits, the "After the Fact" fees will be tripled.
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.

CLARK TOWNSHIP SEWAGE DISPOSAL SYSTEM PERMIT APPLICATION
FOR SEWER HOOK-UP IN COMPLIANCE WITH
CLARK TOWNSHIP SEWER ORDINANCE

FILL OUT FORM COMPLETELY AND SUBMIT TO THE TREASURER’S OFFICE WITH THE APPROPRIATE FEE

I am the owner of property located on ______________________ Street.
Property number: 003- __________________

I request a permit to make a sewer connection to the sewer line located on ______________ Street,
to be approximately ______________ feet from the
_____North _____ South _____ East _____ West side of building (check one), or

to be approximately ______________ feet _____ North from the North property line
_______ South from the South property line
_______ East from the East property line
_______ West from the West property line

I will notify the sewer manager when work is about to commence and will adhere to the standards adopted by the Township.

_________________________________________  ____________________________________
Date                                                                                       Signature of Property Owner

SKETCH LOT, HIGHWAY AND POINT OF CONNECTION

FOR OFFICE USE ONLY
This application is hereby _____ Approved _____ Denied ___________________ ___________________  Date Sewer Inspector

Received hook-up fee: $ ___________________  ___________________ Date Township Clerk

Progress: Start ______________ Finish ______________

FEE SCHEDULE
Permit fee: $10.00
Total for hook-up and labor is: $4,250.00 for non-gravity feed (SUBJECT TO CHANGE)
Total for hook-up of gravity feed is: $1,000.00 (SUBJECT TO CHANGE)

FEES SHALL BE PAID IN ADVANCE OF ANY WORK
EASEMENT AGREEMENT

INDENTURE made this ________ day of __________, 20______
Between ____________________________________________
of ________________________________________________,

hereafter called GRANTOR, and MACKINAC COUNTY, organized under the laws of the State of Michigan, of Court House, 100 Marley Street, St. Ignace, Michigan 49781, hereafter called the GRANTEE.

WITNESSETH: Grantor, the receipt of which is hereby acknowledged, does by the presents grant, bargain, sell, release and warranty unto Grantee, its successors and assigns, an easement situated in the Township of Clark, Mackinac County, Michigan described as follows:

I. The Grantor’s Legal Description: __________________________________________________________

II. The Easement: _________________________________________________________________

The Grantor hereby grants permission to the County of Mackinac, the Grantee, to (1) enter upon the property described above for the purpose of constructing, operating, maintaining and replacing a municipal sanitary system, and to (2) enter upon property described above for the purpose of accessing the municipal sanitary system on adjacent properties. The location of the municipal sanitary system on the property described above shall be by mutual agreement between the Grantor and the Grantee.

IN WITNESS WHEREOF, the Grantor hereupon executes this easement by signature on the date above set forth.

__________________________________________________________  __________________________

State of Michigan
County of Mackinac

On __________________, before me, a Notary Public in and for said County, appeared ________________________________
__________________________________________________________, to me known to be the same person described herein and who acknowledged the within instrument, who acknowledged the same to be their free act and deed.

This agreement shall be binding upon the parties, their successors, assigns and personal representatives. Time is of the essence on all undertakings. This agreement shall be enforced under the laws of the State of Michigan.

This is the entire agreement.
Signed the day and year first written above.
Signed in the presence of:
Witness: ___________________________________________  First Party: ___________________________________________

Witness: ___________________________________________  Second Party: ______________________________________

*****A FEE OF $14.00 IN REQUIRED FOR THE FILING OF THIS FORM