

**BUILDING PERMIT APPLICATION**

TOWNSHIP OF WAKEFIELD  
 414 N. COUNTY RD. 519, P.O. BOX 164  
 WAKEFIELD, MI 49968  
 www.wakefieldtownship.com

1. CONSTRUCTION LOCATION: (must be specific, we need to be able to find your project)

ADDRESS \_\_\_\_\_

Number, Street, City, State, Zip

This project is located between \_\_\_\_\_ and \_\_\_\_\_

Street/Road

Street/Road

Special directions \_\_\_\_\_

CITY: \_\_\_\_\_ PROPERTY CODE #: **2705-** - -

2. PROPERTY OWNER OR LESSEE:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

Number, Street, City, State, Zip

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_ FAX \_\_\_\_\_

3. CONTRACTOR INFORMATION (keep in mind that all contractors offering to do work which totals \$600 or more for labor and materials must have a State of Michigan license. The following information is required) If you need more space than provided you may include a separate sheet of paper.

NAME OF CONTRACTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

Number, Street, City, State, Zip

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

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

Federal employee ID number or reason for exemption \_\_\_\_\_

Workers compensation insurance carrier or reason for exemption \_\_\_\_\_

MESC employer number or reason for exemption \_\_\_\_\_

NAME OF CONTRACTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

Number, Street, City, State, Zip

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

Federal employee ID number or reason for exemption \_\_\_\_\_

Workers compensation insurance carrier or reason for exemption \_\_\_\_\_

MESC employee number or reason for exemption \_\_\_\_\_

4. ARCHITECT OR ENGINEER INFORMATION (when applicable)

NAME OF ARCHITECT OR ENGINEER \_\_\_\_\_

ADDRESS \_\_\_\_\_

Number, Street, City, State, Zip

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

5. TYPE OF COMMERCIAL PROPERTY IMPROVEMENT:

Use Group \_\_\_\_\_ Construction Type \_\_\_\_\_ Occupant Load \_\_\_\_\_ No. of stories \_\_\_\_\_

\_\_\_\_\_ Addition, used as \_\_\_\_\_ Alteration  
\_\_\_\_\_ New Building, used as \_\_\_\_\_ Sign

How many off street parking spaces: \_\_\_\_\_ enclosed \_\_\_\_\_ outdoors

THE PROJECT WILL CONSIST OF: (separate permits are required for each roof structure)

- \_\_\_\_\_ Stick built home
  - \_\_\_\_\_ with attached garage
- \_\_\_\_\_ State of Michigan approved manufactured home, Serial numbers (when available) \_\_\_\_\_
  - \_\_\_\_\_ with attached garage
- \_\_\_\_\_ HUD approved mobile/doublewide, Title numbers (when available) \_\_\_\_\_
  - \_\_\_\_\_ With attached garage
- \_\_\_\_\_ Addition
- \_\_\_\_\_ Alteration/remodel
- \_\_\_\_\_ Deck /Porch
  - \_\_\_\_\_ with a roof structure \_\_\_\_\_ without a roof structure
- \_\_\_\_\_ Garage
  - \_\_\_\_\_ detached \_\_\_\_\_ attaching to existing residence
- \_\_\_\_\_ Pole building
- \_\_\_\_\_ Storage building/utility building/accessory building—frame construction
- \_\_\_\_\_ Pool
  - \_\_\_\_\_ below ground \_\_\_\_\_ above ground
- \_\_\_\_\_ Fire job
- \_\_\_\_\_ Pre-Sale Inspection
- \_\_\_\_\_ Demolition, most recent use \_\_\_\_\_

6. PLEASE ANSWER THE FOLLOWING QUESTIONS:

The foundation will be: \_\_\_\_\_ full basement \_\_\_\_\_ crawl space \_\_\_\_\_ floating slab  
\_\_\_\_\_ pole \_\_\_\_\_ piers \_\_\_\_\_ trench  
\_\_\_\_\_ poured concrete walls \_\_\_\_\_ block walls \_\_\_\_\_ wood

The principal type of frame will be: \_\_\_\_\_ wood \_\_\_\_\_ post \_\_\_\_\_ masonry  
\_\_\_\_\_ structural steel \_\_\_\_\_ other

The principal type of heating fuel: \_\_\_\_\_ natural gas \_\_\_\_\_ propane gas \_\_\_\_\_ fuel oil  
\_\_\_\_\_ electric \_\_\_\_\_ other

The type of water supply is: \_\_\_\_\_ private \_\_\_\_\_ public system

The type of sewage disposal is: \_\_\_\_\_ private \_\_\_\_\_ public system

The number of bedrooms involved: \_\_\_\_\_

The number of bathrooms involved: \_\_\_\_\_ full \_\_\_\_\_ half \_\_\_\_\_ unisex  
(Commercial)

Will this project have an elevator? \_\_\_\_\_ yes \_\_\_\_\_ no

Will this project have a fire suppression system? \_\_\_\_\_ yes \_\_\_\_\_ no

Will this project have a fireplace? \_\_\_\_\_ yes \_\_\_\_\_ no  
 If yes, what kind? \_\_\_\_\_ masonry  
 \_\_\_\_\_ pre-manufactured zero-clearance  
 \_\_\_\_\_ pre-manufactured gas burning

**STRUCTURAL ELEMENTS:**

This project will use: \_\_\_\_\_ truss' spaced \_\_\_\_\_" on center (provide manufacturers engineering)  
 \_\_\_\_\_ rafters \_\_\_\_\_" x \_\_\_\_\_" spaced \_\_\_\_\_" on center

Exterior walls: \_\_\_\_\_ 2" x 4" spaced \_\_\_\_\_" on center  
 \_\_\_\_\_ 2" x 6" spaced \_\_\_\_\_" on center

Floor joists: \_\_\_\_\_ 2" x 6" spaced \_\_\_\_\_" on center  
 \_\_\_\_\_ 2" x 8" spaced \_\_\_\_\_" on center  
 \_\_\_\_\_ 2" x 10" spaced \_\_\_\_\_" on center  
 \_\_\_\_\_ 2" x 12" spaced \_\_\_\_\_" on center  
 \_\_\_\_\_ TJI's (provide manufacturers engineering)

Support Columns: \_\_\_\_\_ wood \_\_\_\_\_ x \_\_\_\_\_ spaced \_\_\_\_\_" on center  
 \_\_\_\_\_ steel \_\_\_\_\_ diameter \_\_\_\_\_ other spaced \_\_\_\_\_" on center

**7. DIMENSIONS OF PROJECT:**

OFFICE USE ONLY/FEEES FOR  
 BUILDING PLAN REVIEW

**Base fee**

Basement, unfinished	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Basement, finished	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
_____ cement slab _____ crawl space			
Main floor	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Upper level or loft area	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Garage	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
_____ attached _____ detached			
Pole building	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Utility/accessory building	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Alteration/remodel	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Deck, with a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Without a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Porch, with a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Without a roof structure	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Pool	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Fire job	_____ x _____ = _____ sq. ft.	x _____ = _____	_____
Other	_____ x _____ = _____ sq. ft.	x _____ = _____	_____

TOTAL SQUARE FOOTAGE OF PROJECT \_\_\_\_\_ SQ.FT.

**YOUR ESTIMATED COST OF THIS PROJECT** \$ \_\_\_\_\_  
 (should include building, electrical, mechanical & plumbing )

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8. Any Construction within 500 feet of any water body, any construction area or land clearing work larger than one acre of land. A **GOGEBIC COUNTY SOIL EROSION PERMIT IS REQUIRED.**

My project is approximately \_\_\_\_\_ feet from a lake, river, stream or county drain. My soil erosion permit number is \_\_\_\_\_.

The bottom of the lowest horizontal structural member of this project will be approximately \_\_\_\_\_ feet above summer lake level.

This project is in a flood hazard area; my DEQ permit number is \_\_\_\_\_. The 100 year floodplain elevation or rise at this location is \_\_\_\_\_ determined by \_\_\_\_\_.

Since my project is in a floodplain hazard area, I understand that certain building restrictions and regulations will apply. Before construction begins, I must have a registered surveyor create an on site bench mark, upon completion and before occupancy of this project I must submit a certificate of as-built elevation from a registered land surveyor.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**10. APPLICANT INFORMATION:**

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

**I hereby certify that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/hers 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.**

**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. (This means, it is illegal in the State of Michigan to hire or use unlicensed people to perform work for you.)**

DATE \_\_\_\_\_

**SIGNATURE OF APPLICANT (Be sure you understand the above)**

**ADDRESS** \_\_\_\_\_

**Number, Street, City, State, Zip**

**PHONE** \_\_\_\_\_

**11. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS INFORMATION:**

The building official of the Township of Wakefield has completed the necessary review on the above application along with submitted documents and is approving that the permit be issued.

**BUILDING OFFICIAL'S**

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**COMMENTS:**

