

BUILDING PERMIT APPLICATION

SHORT FORM
(Last Updated 6/1/23)

JOB LOCATION (Owner name & phone number required)

Name of Owner _____ Homeowner Phone _____

Address _____ Homeowner E-mail _____

CONTRACTOR INFORMATION (REGISTRATION/RENEWAL WITH CITY: copy of contractor license, driver's license and COI)

Contractor Name _____ Phone _____ E-mail _____

Address _____ City _____ State _____ Zip _____

State License Number _____ Expiration Date _____

Federal Employer ID _____ Expiration Date _____

* fee item requires the following with permit application submission:

- Basic drawing showing placement location on property noting measurement in feet from property lines
- Size & description noted

ALTERATION & REMODELING FEES

FEE ITEM	FEE PER ITEM	# OF ITEMS	TOTAL
*Deck (under 200 sq ft)	\$185.00		
*Handicamp Ramp+insp over 1	\$100.00		
*Private Pond (residential)	\$150.00		
Street Opening (Deposit)	\$1,500.00		
Demolition – up to \$1,000.00	\$250.00		
Demolition – over \$1,000.00	\$250 + \$7 per \$1,000		

OTHER FEES

FEE ITEM	FEE PER ITEM	# OF ITEMS	TOTAL
Contractor Registration	\$20.00		
Special/Safety Inspection	\$100.00		
Right of Way (ROW)+\$500 bond	\$75.00		
Address Assignment	\$20.00		
Additional Inspections	\$75.00		

TEMPORARY SIGNS - \$10 fee will apply for each occurrence

- One sign allowed per location
- Ground mounted: may not exceed 16 sq. ft. or 6 ft. in height
- Displayed for no more than days allowed on permit
- Building mounted: may not exceed 5% of signable area

Organization/Business Name _____

Address of Event _____

Date(s) of Event _____ Date(s) to be Displayed _____

Contact Person _____ Phone Number _____

Description of Event _____



119 E Michigan, PO Box E, Clinton, MI 49236

P: 517.456.7494 F: 517.456.6350

E-MAIL: info@villageofclinton.org

INSPECTIONS MONDAY – THURSDAY, 8-5 WITH 48 HOUR ADVANCE NOTICE

for inspections: please call 517.424.6547

BUILDING PERMIT APPLICATION

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PERMANENT SIGNS

MANUFACTURED HOME SETUP (does not include mechanical, electrical or plumbing). Include C of O App w/ building permit application

AREA (SQ. FT)	FEE PER ITEM	# OF ITEMS	TOTAL
0 - 25	\$50.00		
26 - 50	\$75.00		
51 - 75	\$100.00		
76 - 100	\$125.00		
100 +	\$175.00		

	FEE PER ITEM	# OF ITEMS	TOTAL
Application Fee	\$75.00		
Rough & Final Building Inspection	\$140.00		
Certificate of Occupancy	\$50.00		
TOTAL	\$265.00		

IMPROVEMENTS UP TO \$15,000 – RESIDENTIAL (Re-roofs, garages, remodels, repairs, alterations and other small jobs)

Work Description (brief): _____

CONSTRUCTION COST	PERMIT FEE
\$0.00 - \$1,000.00	\$75.00
\$1,001.00 - \$2,000.00	\$85.00
\$2,001.00 - \$3,000.00	\$95.00
\$3,001.00 - \$4,000.00	\$105.00
\$4,001.00 - \$5,000.00	\$115.00

CONSTRUCTION COST	PERMIT FEE
\$5,001.00 - \$6,000.00	\$125.00
\$6,001.00 - \$7,000.00	\$135.00
\$7,001.00 - \$8,000.00	\$145.00
\$8,001.00 - \$9,000.00	\$155.00
\$9,001.00 - \$10,000.00	\$165.00

CONSTRUCTION COST	PERMIT FEE
\$10,001.00 - \$11,000.00	\$175.00
\$11,001.00 - \$12,000.00	\$185.00
\$12,001.00 - \$13,000.00	\$195.00
\$13,001.00 - \$14,000.00	\$205.00
\$14,001.00 - \$15,000.00	\$215.00

CONSTRUCTION COST: \$ _____ PERMIT FEE: \$ _____

REFUNDS: Requests for refunds must be made within one year of the date of issuance of a permit unless specifically approved otherwise by the Director of Building Services and shall be subject to deduction as follow:

CANCELLATIONS: A minimum of \$75.00 administrative fee shall be deducted to cover the cost of overhead. If any inspections have been made prior to cancellation of permit an amount equal to the inspection fee for such inspection shall be deducted. Review fees are non-refundable.

WORK STARTED WITHOUT A PERMIT: In the event work is started prior to obtaining approval of a permit application, a supplemental fee of \$75.00 will be added to the permit fee. If violations are cited or access is denied, a re-inspection fee shall be charged. All fees shall be paid prior to a Certificate of Occupancy being issued.

EXPIRED PERMITS: Permits that have expired after six (6) months will be re-issued one time at a fee of \$75.00. After that a new permit application must be submitted at full price. A canceled permit cannot be reinstated.

CONTRACTORS: Must show proof of State of Michigan license and register the license with the Village of Clinton.

ALL FEES: Pursuant to the above shall be paid in advance when an application is submitted to the Village of Clinton.

LICENSEE:

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 circumventing the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of this section 23a are subject to civil fines. As the contractor I will cooperate with the Building Inspector and assume the responsibility to arrange for necessary inspections.

APPLICANT SIGNATURE _____

DATE _____

BUILDING DIRECTOR SIGNATURE _____

DATE _____