



BUILDING PERMIT APPLICATION

Village of Ortonville • Building Department
 476 Mill Street, Ortonville, MI 48462
 Phone (248) 627-4976 • www.ortonvillevillage.com

Please complete all appropriate information and submit to the Building Department at: villageclerk@ortonvillevillage.com
 Mail to: PO Box 928 Ortonville, MI 48462 In person at: 476 Mill Street, Ortonville, MI 48462

This application is public information. Separate applications are needed for plumbing, electrical, and mechanical permits.

2 sets of construction drawings and site plans must be submitted with this application. The Building Official may request additional documentation.

APPLICATION FEES:

(Due upon application – NON-REFUNDABLE – deducted from the calculated permit fees)

- New single family home construction: \$100.00
- Additions to single family homes, garages/pole barns, detached/attached miscellaneous structures \$100.00
- Decks \$ 175.00
- All other construction (multi-family residential and commercial) \$100.00
- Pre-moving inspection application fee for structures pre-inspection (structure moving) \$300.00

Other applicable fees are per the approved Building Permit Fee Schedule

Payment via cash or check can be taken in person at the office. Checks can be mailed with the application.

Application date:	Permit issue date (office use) :	Permit Number:
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Applicant			
Relation to Property <i>(Owner, contractor)</i>			
Applicant Address			
Applicant Phone			
Contractor License #*		Expiration Date	
Federal Employer ID # <i>(Or reason for exemption)</i>			
Workers Comp. Insurance Carrier			
MESC Employer # <i>(Or reason for exemption)</i>			

*Contractors doing work in the Village must submit a completed Contractor Registration Form and provide a copy of their ID and license with the registration fee of \$25.00 Registration is good until the expiration of the contractor's registered license.

PROPERTY INFORMATION

Property	
Parcel Number	
Owner	
Zoning District	

PERMIT INFORMATION

Type of Improvement <i>(Please describe)</i>					
Story		Number of Dwelling Units			
Proposed Use					
Subdivision			Lot #:		Lot Size:
Total floor area - livable space:		Total floor area - garage:			
Estimated Construction Value: <i>(Total Cost)</i>					
Septic Permit #					
Well Permit #					
Remarks:					

Refunds:

Application fees are non-refundable.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED.**

I 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. I agree to comply with all applicable Building and Zoning Codes of the State of Michigan and the Village of Ortonville. The information submitted on this application is accurate to the best of my knowledge. Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, 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 subjected to civil fines.

Signature of Applicant

Date

Note: All property lines must be staked for a foundation inspection.

OFFICE USE ONLY

BUILDING PERMIT FEE CALCULATIONS:

Application:	_____
Contractor registration (requires copy of contractor's and driver's licenses):	_____
Building permit:	_____
Plan review:	_____
Number of inspections required: _____	
Inspection fee for any inspections beyond the two that are included in building permit fee: (\$80 each)	_____
Certificate of occupancy inspection if applicable: (must be completed before building use)	_____
Total permit fee:	+ _____
Less application fee credit	- _____
BUILDING PERMIT BALANCE DUE:	_____

Type of construction (as specified in Section 602 in the Michigan Building Code): _____

Code edition under which the permit was issued: _____

<p>Plan Review Notes:</p>	<p>Types of inspections:</p>
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Signature of Building Official

Date

