Building Permit Application

1. Location (address) of work to be performed: ____________________________________________

2. Description of work proposed: _______________________________________________________

3. Estimated Total Cost of Project (include labor & sub trades) $__________________________

4. Class of Work:      ____ Residential   ____ Commercial   ____ Industrial   ____ Municipal

5. Type of Work:       ____ New   ____ Addition   ____ Alteration   ____ Repair   ____ Restoration

**Residential projects** will require a minimum of 3 sets of plans for approval and a plan review form filled out as required. One set will be returned to the applicant and will be the official approved set of plans for the project. This set of plans are to be on the site for reference at all times. Any changes that are to be made must have approval from the Office of Tribal Building Code Enforcement, before the changes are made. These requirements will also include additions, garages and major remodeling projects.

**Commercial projects** will require a minimum of 5 stamped sets of plans or 1 stamped set and an electronic copy for approval. One set will be returned to the applicant as the official approved set of plans for the project and will be required to be on the site for reference at all times. Other copies will be furnished to the Tribal Fire Department, all trade inspectors and on permanent file with the Office of Tribal Building Code Enforcement. Any changes are to be presented for approval before the changes are made. As built drawings will be required when requested by The Compliance Officer.

- **Roofing** Remove existing?  Y / N  Replace sheathing?  Y / N  Roof Pitch? __________

  Sq. Ft. of Roof Area? ________________ Type of Material? ________________________

  Underlayment? ______________________ Proposed Ventilation? ____________________

  NOTE: 1) Re-roof over not more than 1 existing layer. 2) Install materials to manufacturer’s specifications.

- **Siding**  Vinyl _____  Wood _____  Aluminum _____ Other? _____________________

  Sq. Ft. of Siding Area? ________________ Foam Backer? Y / N  Air Barrier? Y / N


OVER...
Please fill in the appropriate dimensions for your proposed project in boxes provided.

Owner of Property ___________________________________________ Phone (___) _______________________
Address __________________________________ City __________________ State _______ Zip ______

Permit Applicant ___________________________________________ Phone (___) _______________________
Address __________________________________ City __________________ State _______ Zip ______

Contractor ___________________________________________ State License # _______________________ Exp. Date ___/___/___
Address __________________________________ City __________________ State _____ Zip _____
Business Phone (___) ________________ Cell Phone (___) ________________ Pager (___) ________________
Workers’ Comp. Provider _______________________ Exp. Date ____/____/____ MESC Employer # ________________
Liability Insurance Carrier _______________________ Exp. Date ____/____/____ IRS Employer ID # __________________

Architect, Engineer, Design Professional __________________________________________ Phone (___) ________________
Address __________________________________ City __________________ State _______ Zip ______

I have read this application and hereby certify it to be correct, and I agree to comply with all laws and ordinances governing the proposed work, to secure all necessary permits, to pay any fees and assessments that pertain and that if I am not the owner of record, the proposed work has been authorized by such owner and I have been authorized to act as his/her Agent for the proposed work. I also agree the structure will not be occupied or used until authorized by the Office of Tribal Building Code Enforcement. I also give permission to enter the property for inspections and verification of code compliance as necessary.

Section 6: paragraph (c) of the Tribal Building Code, requires appropriate State of Michigan licensing of all persons or corporations who are contracting to perform work on a residential building or a residential structure. Violators of Section 6c are subject to civil infractions and a fine of not less than $100.00 or more than $500.00. This includes building, plumbing, electrical and mechanical contractors.

________________________________   ____/____/____
Signature of Owner/Agent (Required for issuance)   Date