

# BUILDING REQUIREMENTS

ANTRIM COUNTY – DEPT. OF BUILDING SAFETY

PO BOX 188 – BELLAIRE, MI 49615

(231) 533-8373

**APPLICATIONS WILL NOT BE ACCEPTED IF ALL ITEMS ARE NOT SUBMITTED WITH YOUR APPLICATION. PLAN REVIEW AND APPROVAL CANNOT TAKE PLACE UNTIL ALL ITEMS ARE ON FILE.**

**\*\*LIFE OF PERMIT IS 5 YEARS!\*\*\***

**PROVIDE PROPERTY TAX IDENTIFICATION.**

**SEPTIC PERMIT**, if not on Municipal sewer, a valid permit is needed from the Health Department – (231) 533-8670. Located at 209 Portage Drive – Bellaire, MI 49615

**SOIL EROSION PERMIT: ACT 451;** Part 91, Soil Erosion & Sedimentation Control. **If your project is within 500 ft. of a lake or stream, OR if you are disturbing more than (1) acre of earth. (231) 533-8363.**

**Elevations are required when within 500 ft. of a FLOOD HAZARD AREAS.**

**ZONING PERMIT – A Valid Permit needed – Local Ordinances must be met.**

**A COMPLETE, SIGNED APPLICATAION:** by the proper Applicant. The person who is “actually doing the Work” the Contractor or the homeowner.

**WETLANDS, OR D.E.Q.** Please call the Land & Water Management at Gaylord, MI (989) 705-3450.

**CONSTRUCTION PLANS:**

1-SETS ARE NEEDED. (1) For the file, and (1) to be returned with approval & **KEPT AT JOB SITE.** Plans must include foundation and floor plans, roof and wall sections, building elevations, site plan and **Energy code Sheet (Rescheck or Per scripted Method).**

**SEALED, STAMPED PLANS:**

**REQUIRED FOR ALL COMMERCIAL JOBS, AND RESIDENCES OVER 3500 SQ. FT. with application for Plan Review, original signature and seal of an architect or engineer registered in the state of Michigan.** Plans must include plumbing, electrical and mechanical.

**ADDRESSES POSTED AT JOB SITE IS REQUIRED BEFORE FIRST INSPECTION –** Provide site plan and GPS coordinates to Equalization for an address.

**TRUSS REQUIREMENTS:** For ALL structures using purchased trusses. **A COPY IS TO BE KEPT AT THE JOB SITE FOR THE ROUGH/FRAME INSPECTION, and filed with this office at application time.**

**LOG/ROUGH-SAWN STRUCTURES:**

**A “Certificate of Inspection” from a Certified Grader is required.**

**Note: all Pole Building with wall heights more than 12’ require signed & sealed drawings.**

[ ] **ELECTRICAL PERMIT** – Available upon request. Homeowners may take out their permits – **ONLY – IF THEY ARE DOING THE ACTUAL WORK.**

[ ] **PLUMBING PERMIT** - Available upon request. Homeowners may take out their permits – **ONLY – IF THEY ARE DOING THE ACTUAL WORK.**

[ ] **MECHANICAL/HEATING PERMIT** - Available upon request. Homeowners may take out their permits – **ONLY – IF THEY ARE DOING THE ACTUAL WORK.**

[ ] **PRE-MANUFACTURED HOMES:** The application **MUST** be accompanied by a **“building systems approval report”** from the Consumer & Industry Services and (2) **sets of “State Approved” plans**, and site plan.

[ ] **HUD/DOUBLE-WIDES:** (2) SETS OF FOUNDATION PLANS WITH TIE-DOWNS, A FLOOR PLAN AND SITE PLAN, from the Contractor or person actually doing the work, **MUST** accompany the application. **COPY OF TITLE OR BILL OF SALE MUST ALSO BE SUBMITTED. Must show proof of roof load of minimum of 30 lbs. Must be 1976 or Newer mobiles. If any remodeling of said mobile has been done, copy of permit and inspection report required at time of application.**

**BUILDING PERMIT FEES** – CONTACT THE BUILDING DEPARTMENT, BY CALLING (231) 533-8373. YOU WILL NEED TO FURNISH THE FOLLOWING INFORMATION WHEN CALLING: TOTAL SQUARE FOOTAGE OF THE STRUCTURE BROKEN DOWN (porches, decks, attached garage, dwelling area, and foundation for each floor, etc.)

**\*\*\*\*\*CONTRACTORS\*\*\*\*\***

**A COPY OF YOUR “RESIDENTIAL BUILDERS LICENSE” IS REQUIRED.**

**ALL CONTRACTOR INFORMATION ON APPLICATION MUST BE COMPLETED, PER STATE OF MICHIGAN.**

**A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION.                   \*\*LIFE OF PERMIT IS 5 YEARS!\*\*\***

BUILDING PERMIT FOR A NEW RESIDENCE OR ADDITION WILL RECEIVE 4 INSPECTIONS ANY ADDITIONAL INSPECTIONS COULD INCUR A FEE OF **\$50.00** EACH OCCURANCE.