

Laketon Township Residential/Commercial New Construction Permit Application

2735 W. Giles Rd., N. Muskegon, MI 49445 PH (231) 744-2454 FAX (231) 744-2506

SPECIAL NOTES – PLEASE READ!

- MDEQ PERMITS/APPROVALS MAY BE NECESSARY FOR CONSTRUCTION ON WATERFRONT PROPERTY, PROPERTIES WITH WETLANDS, CRITICAL DUNES OR PROJECTS WITHIN CERTAIN DISTANCES OF LAKES, STREAMS OR OTHER BODIES OF WATER. PLEASE BE SURE TO SECURE ANY REQUIRED MDEQ PERMITS BEFORE APPLYING FOR A PERMIT FROM LAKETON TOWNSHIP.
- NO WORK (including excavation) shall begin before a permit is issued. An investigation fee will be charged if any work (other than clearing) begins prior to the permit being issued.
- All applicants are subject to a seven (7) day processing period, starting on the date all required items are received by this office.
- AUTHORITY: P.A. 230 OF 1972, AS AMENDED.
- COMPLETION: Mandatory to obtain a permit, application must be completed and signed or permit will not be issued.
- PENALTY: WRITTEN ORDER TO STOP CONSTRUCTION.

Laketon Township will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

Applicant to complete all items in sections I, II, III, IV, V, & VI

Note: Separate applications must be made to the appropriate division for plumbing, mechanical, and electrical work permits.

PLEASE PRINT ALL INFORMATION

Section I – Location of Building

Job Address: _____
House Number & Street City State Zip Code

Legal Desc. – Tract/Lot Number: _____

Section II – Identification

A.Owner/Lessee Information:

Name: _____ Phone Number:(_____) _____

Address: _____
Street Address City State Zip Code

Email Address: _____ Preferred method of contact? Email or phone

B.Architect or Engineer Information:

Name: _____ Phone Number:(_____) _____

Address: _____
Street Address City State Zip Code

License Number: _____ Expiration Date: _____

C.Contractor Information:

Name: _____ Phone Number:(_____) _____

Address: _____
Street Address City State Zip Code

Email Address: _____ Preferred method of contact? Email or phone

License Number: _____ Expiration Date: _____

Section III – Type of Improvement and Plan Review

A.Type of Improvement:

- New Bldg Addition Alteration Repair Wrecking Relocations
 Foundation ONLY Mobile Home Set-up Premanufactured

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Section VI – Applicant Information

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

Name: _____ Address: _____
Street address City State Zip Code

PHONE: _____ E-MAIL ADDRESS: _____

Federal ID Number/Social Security Number: _____

Value of Proposed Work: _____

General: Building work shall not be started until the permit has been issued. All installations shall be in compliance with the Michigan Building Codes. NO work shall be concealed until it has been inspected. The phone number of the inspector will be provided on the permit. When ready for an inspection, call the inspector providing as much advance notice as possible and provide the job location, permit number and contact information. Schedule permitting, the inspector will respond to an inspection request within two (2) business days to schedule the inspection. Inspections are typically performed within five (5) business days, subject to inspection schedule.

SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, ACT230 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.

Signature of Applicant: _____ Date: _____

I, attest that the statements, specifications, and plan submitted with this application are true and complete and contain a correct description of the building or structure, lot or parcel, and proposed work. I further attest that this application complies with the requirements of MCL 125.1510 and that I am a person authorized under MCL 125.1510(2) to make the statements and attestations contained in this application under MCL 125.1510(2).

Section VII – For Department Use ONLY

	Required			Approved	Date	By
A.- Zoning	___ Yes	___ No	___ N/A	_____	_____	_____
B.- Fire District	___ Yes	___ No	___ N/A	_____	_____	_____
C.- Pollution Control	___ Yes	___ No	___ N/A	_____	_____	_____
D.- Noise Control	___ Yes	___ No	___ N/A	_____	_____	_____
E.- Soil Erosion	___ Yes	___ No	___ N/A	_____	_____	_____
F.- MDEQ Permit	___ Yes	___ No	___ N/A	_____	_____	_____
G.- Flood Zone	___ Yes	___ No	___ N/A	_____	_____	_____
H.- Water Supply	___ Yes	___ No	___ N/A	_____	_____	_____
I.- Septic System	___ Yes	___ No	___ N/A	_____	_____	_____
J.- Variance Granted	___ Yes	___ No	___ N/A	_____	_____	_____
. - Other	___ Yes	___ No	___ N/A	_____	_____	_____

Section VIII – For Department Use Only

Notes and/or stipulations: _____

Approval Signature: _____ Title: _____ Date: _____

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PERMIT FLAT FEE SCHEDULE – REVISED – EFFECTIVE April 1, 2023

Please note: the flat rate permit fees below are for small residential maintenance/repair type jobs– other/larger projects such as decks, buildings, homes, additions etc are still value based – see below:

FLAT FEE PERMITS WITH 1 INSPECTION: \$95.00

Examples:

- Minimum Permit Fee (any misc work that needs 1 inspection)
- Demolition

FLAT FEE PERMITS WITH 2 INSPECTIONS: \$145.00

Examples:

- Re-Shingle, Re-Siding or Replacement windows/doors

ADDITIONAL OR REINSPECTIONS: \$65.00

For each inspection needed beyond the original number of inspections covered by the permit issued

Special Note: If the inspector is called to do an inspection and the work does not pass inspection or the job is not ready or he cannot get into the structure to perform the inspection – an additional inspection fee will be charged each time he must re-visit the job site.

If work starts before a permit is issued: The Township reserves the right to administer an investigation fee equal to the permit fee if work is started before an approved permit is received.

Cancellation/Refund Policy: A \$50.00 cancellation fee will be charged if no inspections have been performed on the permit being cancelled. If inspections have been performed the permit is subject to the \$50.00 cancellation fee plus \$55.00 for each inspection performed.

VALUE BASED PERMIT FEES (PERMIT FEES ARE ROUNDED UP TO THE NEAREST DOLLAR):

Value of project	Permit Fee
\$1 to \$500	Minimum fee: \$95.00
\$501 to \$2,000	Minimum fee: \$95.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$391.75 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000 or fraction thereof
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof
\$500,001 to \$1 million	\$3233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof
Over \$1 million	\$5608.75 for the first \$1 million plus \$3.65 for each additional \$1,000 or fraction thereof

This revision shall take effect on April 1, 2023.