

Laketon Township
2735 W. Giles Rd, Muskegon, MI 49445 PH. 231-744-2454
Building Permit Application – Short Form

FOR OFFICE USE ONLY:

DATE RECEIVED IN OFFICE

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.
- 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.

PERMITS CAN BE EMAILED TO TSTEPHENSON@LAKETONTWPMI.GOV

PLEASE PRINT ALL INFORMATION

Job Information:

Job Address: _____
House Number & Street City State Zip Code
Property Use/Type: ☐ Residential ☐ Commercial

Identification:

Owner Name: _____ Phone (____) _____

Owner Address: _____
Street Address City State Zip Code

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

Contractor Name: _____ Phone (____) _____

Contractor Address: _____
Street Address City State Zip Code

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

License Number: _____ Expiration Date: _____

Type of Work to be Performed: Please designate type of work, list any important details or special conditions and give approximate dollar value of the project:

- ☐ New Siding: _____ ☐ New Roofing: _____
☐ Kitchen Remodel: _____ ☐ Bathroom Remodel: _____
☐ Deck/Porch (size): _____
☐ Garage/Pole Barn/Storage Shed (over 200 sq. ft.) _____
☐ Misc. Repairs/Other: _____

TOTAL VALUE OF PROJECT: \$ _____

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.

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).

Applicant Name: _____ **Signature:** _____ **Date:** _____

Applicant is (circle): Owner Contractor Agent

For Department Use Only

Notes/Stipulations: _____

Zoning Approval Signature: _____ Title: _____ Date: _____

Building Approval Signature: _____ Title: _____ Date: _____

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

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PLEASE CHECK HOW MANY INSPECTIONS YOU WILL NEED

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
- 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 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.