



<b>INTAKE (OFFICE USE ONLY)</b>	_____ DATE RECEIVED	_____ SOIL EROSION PERMIT
	_____ BLDG PERMIT/ZONING COMPLIANCE	_____ DRIVEWAY PERMIT
	_____ SITE PLAN _____ BLDG PLANS (2)	_____ CHECK# \$ _____ ZONING
	_____ E-BLDG PLANS	_____ \$ _____ WATER/SEWER

### Building Permit/Zoning Compliance

#### PROPERTY INFORMATION

<b>ADDRESS</b>		<b>OWNER NAME</b>	
<b>OWNER PHONE</b>		<b>OWNER EMAIL</b>	
<b>PARCEL NUMBER</b>		<b>ZONING DISTRICT</b>	

#### APPLICANT INFORMATION

<b>NAME (CANNOT BE A COMPANY)</b>		<b>PHONE</b>	
<b>ADDRESS</b>		<b>EMAIL</b>	

#### CONTRACTOR INFORMATION

<b>CONTRACTOR COMPANY</b>		<b>PHONE</b>	
<b>ADDRESS</b>		<b>EMAIL</b>	
<b>BUILDER LICENSE NO.</b>		<b>EXPIRATION DATE</b>	
<b>INSURANCE INFORMATION (OR REASONS FOR EXEMPTIONS):</b>		<b>SELF-EMPLOYED/ NO EMPLOYEES</b>	<input type="checkbox"/>
<b>FEDERAL EMPLOYER ID NUMBER</b>			
<b>WORKERS COMP. INSURANCE CARRIER</b>			
<b>MESC EMPLOYER NUMBER</b>			

#### SUB-CONTRACTORS

<b>ELECTRICAL CO NAME</b>		<b>PHONE</b>	
<b>ADDRESS</b>			
<b>MECHANICAL (HVAC) CO. NAME</b>		<b>PHONE</b>	
<b>ADDRESS</b>			
<b>PLUMBING CO. NAME</b>		<b>PHONE</b>	
<b>ADDRESS</b>			

PROJECT INFORMATION				
PROJECT VALUATION ( <u>INCLUDE LABOR;</u> EXCLUDE LOT VALUE)			\$ _____	
TYPE OF PROJECT:				
ADDITION	DECKS AND PORCHES (CIRCLE)		SWIMMING POOLS	
BASEMENT FINISH	DECK	PORCH	ABOVE GROUND	BELOW GROUND
DEMOLITION	ATTACHED	DETACHED	POOL SHAPE _____	
FENCE	COVERED	UNCOVERED	OTHER/UNLISTED PROJECT?	
ACCESSORY BUILDING (SHED/GARAGE)	LOCATION _____			
GAZEBO/DETACHED ROOF STRUCTURE	DETAIL THE PROJECT (BE SPECIFIC): _____			
INTERIOR REMODEL	_____			
PROJECT DIMENSIONS (ONLY FILL IN FIELDS APPLICABLE TO YOUR PROJECT)				
WIDTH _____ FT	LENGTH _____ FT	TOTAL SQ FT. _____	HEIGHT _____ FT	
# OF STORIES _____	1 <sup>ST</sup> FLOOR _____ FT <sup>2</sup>	2 <sup>ND</sup> FLOOR _____ FT <sup>2</sup>	3 <sup>RD</sup> FLOOR _____ FT <sup>2</sup>	
FINISHED BASEMENT _____ FT <sup>2</sup>		UNFINISHED BASEMENT REMAINING _____ FT <sup>2</sup>		
POOL _____ FT <sup>2</sup>		DECK/PORCH _____ FT <sup>2</sup>		
SHED/GARAGE _____ FT <sup>2</sup>		3-SEASON ROOM _____ FT <sup>2</sup>		
MISC (PLEASE STATE STRUCTURE[S] AND SQ. FT.)				
IF CONSTRUCTING AN <u>ACCESSORY BUILDING (SHED/GARAGE)</u> : PLEASE STATE HOW THE BUILDING WILL BE ARCHITECTURALLY SIMILAR TO THE HOME WITH REGARD TO COLOR, BUILDING MATERIALS, ROOF, SIDING, ETC... _____				
SETBACKS	A SITE PLAN MUST BE SUPPLIED WITH YOUR APPLICATION SHOWING ALL THE APPROPRIATE DISTANCES TO LOT LINES, EXISTING AND FUTURE STRUCTURES, ROADWAYS, AND ANY OTHER INFORMATION REQUIRED TO PROVE COMPLIANCE WITH THE GEORGETOWN ZONING AND GENERAL ORDINANCES. SETBACKS ARE N/A FOR INTERIOR-ONLY PROJECTS, BUT A BLUEPRINT IS STILL REQUIRED.			
FRONT _____	REAR _____	SIDE _____	SIDE _____	OTHER _____
IS ANY PART OF THE PROJECT WITHIN THE 100 YEAR FLOOD PLAIN?			YES	NO
IS ANY PART OF THE PROJECT LOCATED IN A REGULATED WETLAND?			YES	NO
IS THE EXCAVATED AREA LARGER THAN ONE ACRE, WITHIN 500 FT OF A LAKE, RIVER, STREAM, OR COUNTY DRAIN?			YES	NO
ARE THERE ANY HOUSES, MOBILE HOMES, OCCUPIED OR NOT, ON THIS PROPERTY AT THIS TIME?			YES	NO
IS THE HOME CONNECTED TO:		PUBLIC WATER	WELL	SANITARY SEWER SEPTIC

**SIGNATURES PAGE****PROPERTY ADDRESS:****APPLICANT AGREEMENT**

I hereby 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 as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the State Constitution 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 sections 23a are subjected to civil fines.

**APPLICANT SIGNATURE:****DATE:****STATE AND LOCAL REGULATIONS AGREEMENT**

I agree to comply with the terms and requirements of local ordinances regarding side yards and building setbacks. It is also understood that all structural, electrical, plumbing, heating, drive approaches, and sidewalks shall be installed to both state and local requirements, and that a certificate of occupancy must be obtained prior to operation or use.

**APPLICANT SIGNATURE:****DATE:****ZONING COMPLIANCE AGREEMENT**

It is the applicant's responsibility to meet the requirements of the Township Zoning and General Ordinances in all respects and to provide the necessary information to the Township for approval. Copies of the ordinance may be obtained from the Georgetown Township website at **Georgetown-mi.gov**. By signing, permission is granted for the Township staff to enter the subject property for purposes of gathering information to review this request. A zoning compliance certificate must be obtained prior to occupying, operating, or use of the structure. I acknowledge there are no refunds for any reason.

**APPLICANT SIGNATURE:****DATE:**

**HOMEOWNER'S AFFIDAVIT  
(ONLY FOR HOMEOWNERS PERFORMING THE WORK THEMSELVES)**

I hereby certify the construction work described on this permit application will be installed by myself in my own single-family dwelling in which I am living or about to occupy. All work will be installed in accordance with the building code adopted by the Municipality, and will not be enclosed, covered up, or put into use until it has been inspected and approved by the building inspector. I will cooperate with the building inspector and assume responsibility to arrange for the necessary inspections.

**HOMEOWNER SIGNATURE:****DATE:**

**THIS PAGE IS FOR OFFICE USE ONLY**

**ADDRESS:** \_\_\_\_\_ **DATE REC'D:** \_\_\_\_\_

ZONING CHECKS					
	REQUIRED	APPROVED	DATE	NUMBER	BY
ZONING	Y N				
SOIL EROSION	Y N				
FLOOD ZONE	Y N				
WATER SUPPLY	Y N				
SEWER OR SEPTIC	Y N				
OTHER	Y N				
ZONING APPROVAL SIGNATURE					
SIGNATURE:				DATE:	

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**ITEMS MISSING:**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**DATE CONTACTED:** \_\_\_\_\_ **BY:** PHONE          EMAIL

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PCI VALIDATION			
BUILDING PERMIT #		APPROVED BY	
ISSUE DATE		SIGNATURE	
PERMIT FEE		DATE	