



BLENDON TOWNSHIP

7161 72ND Street, Hudsonville, MI 49426
Phone 616.875.7707 Fax 616.875.7034
www.BlendonTownship-mi.gov

**Building Permit
Application**

Applicant to complete all items in Section I, II, III, IV, V

Note: Separate applications must be completed for plumbing, mechanical and electrical permits

I – Project Information - Date: _____
Project Name: _____ Address: _____

Post Office: _____ Tax Parcel # 70-13-

II - Identification

A – Owner or Lessee

Name: _____ Address: _____

City: _____ State _____ Zip Code _____ Phone _____

B – Architect or Engineer

Name: _____ Address: _____

City: _____ State _____ Zip Code _____ Phone _____

License Number _____ Exp Date _____ Fax # _____

C – Contractor

Name: _____ Address: _____

City: _____ State _____ Zip Code _____ Phone # _____

Builders License Number _____ Exp Date _____ Fax _____

Federal Employer ID Number or Reason for Exemption _____

Workers Comp. Insurance Carrier or Reason for Exemption _____

MESC Employer Number or Reason for Exemption _____

III – Type of Improvement and Plan Review

A – Type of Improvement

New Building Repair Addition Remodel

Demolition Foundation Only Mobile Home Sign

Swimming Pool Temporary Use Structure

B – Review(s) To Be Performed (Commercial/Industrial)

Building Electrical Mechanical

Plumbing Foundation Fire Protection

IV – Proposed Use of Building

A. A – Residential
Description

One Family Two Family Three or More Family
 Residential Accessory Building Attached Garage
 Detached Garage Other _____

B. Commercial/Industrial

Amusement Recreation Hospital Institutional Store, Merchandise
 Church/Religious Bldg Office, Bank, Professional Tanks, Towers
 Industrial Public Utility Service Station
 Restaurant Other-Describe _____
Number of Stories _____ Number of Occupants _____
Construction Type _____ Use Group _____

C. Specifications

Construction Type
 Wood Frame Structural Steel Masonry
 Reinforced Concrete Other –Describe _____

Foundation Type
 Concrete Wolmanized Wood Other – Describe _____

Building Size

Width _____ feet Length _____ feet Height _____ feet

Structural Square Feet

1st Floor _____ sq feet 2nd Floor _____ sq. feet 3rd Floor _____ sq.feet
Finished Basement sq feet _____ Attached Garage sq feet _____
Area to be Remodeled _____ sq. feet

Heating and Cooling

Principal Fuel Gas Oil Electric Other-Describe _____
Type of Unit Forced Air Hot Water In Floor Heat (Basement)
Air Conditioning Yes No SEER

Estimated cost of erecting, repairing, or remodeling (including cost of plumbing, heating, electrical wiring and all material and labor whether by owner or contract): \$ _____

V – Applicant Information and Signature

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

Applicant Name _____ Address _____

City _____ State _____ Zip _____ Phone _____

I hereby certify that the owner of record authorizes the proposed work, and that I have been authorized by the owner to make the application as his/her authorized agent, and agree to conform to all applicable laws of the State of Michigan and the Township of Blendon. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the state construction code act of 1972, 1972 PA230, MCL 125.1523 A 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 assume responsibility for contacting the township for all required inspections for the permit(s) requested.

Applicant Signature _____

SURVEY IS REQUIRED TO BE PRESENTED TO ZONING OFFICIAL PRIOR TO START OF ROUGH – IN

Survey: The property owner or permit applicant for a residential structure shall provide to the inspections department a wall survey prepared by a licensed survey. No construction beyond foundation walls shall be allowed until the Township Building Inspector verifies setback requirements have been satisfied.

- Surveys shall include all set back and minimum building elevations as established
- **The builder shall be responsible for compliance of set backs & minimum building elevations.**

VI – Validation – for Building Inspector Use Only

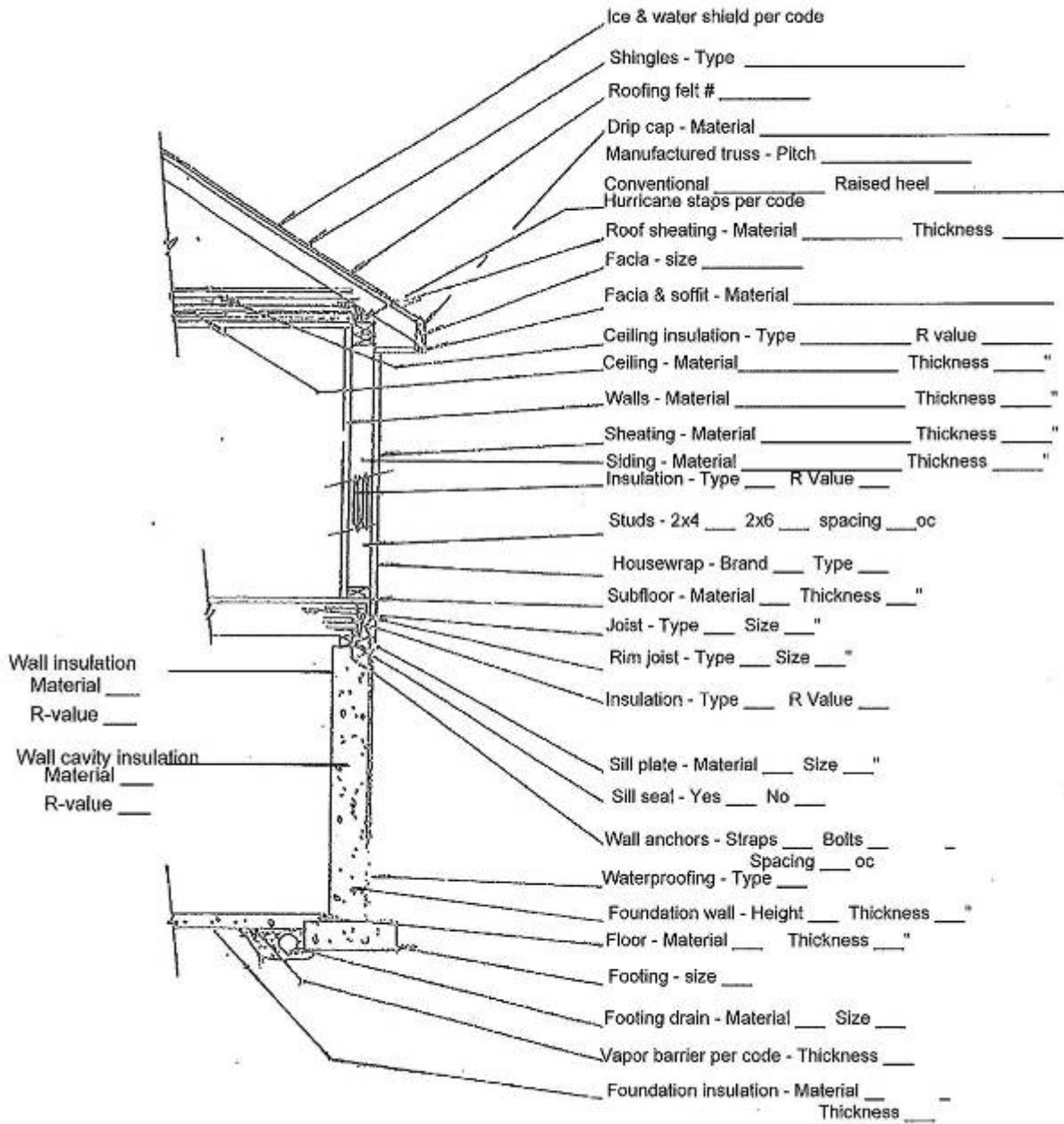
Use Group _____ Base Fee _____

Type of Construction _____ Number of Inspections _____

Square Feet _____

Building Official _____ Date _____

**** This page must be ****
Submitted with application



Typical Wall Section ¼" = 1'0"

**ZONING COMPLIANCE APPLICATION
BLENDON TOWNSHIP**

7161 72nd Ave. Hudsonville, Mi. 49426
616-875-7707 / Fax 616-875-7034

1. Owner's name: _____
2. Owner's telephone #: _____
3. Construction site address: _____
4. Construction site parcel number: _____
5. Date parcel was last split: _____ Buildable Lot: _____
6. Zoning district: _____
7. Site Plan:
 - a. Show road names.
 - b. Show property dimensions.
 - c. Show house and buildings.
 - 1) Front yard dimension.
 - 2) Side Yard dimension.
 - 3) Rear Yard dimension.
 - d. Show driveway and parking locations
 - e. Show north arrow.
 - f. Show drawing scale. (Small parcels 1"= 50' and large parcels 1"= 100')
 - g. Signature of parcel owner.
 - h. Show residential landscape greenbelt = 80' lots require (1) canopy tree larger lots and corner lots require (2) trees.
8. Building use. _____
9. Excavation of ponds that are authorized by Building Permit are limited to a maximum of 1500 cubic yards of excavated material.
10. For a "shared residential driveway" please take notice of Sec. 09.04.07 of the Zoning Ordinance. An inspection is required.
11. Reminders:
 - a. Ottawa County Septic System Permit
 - b. Ottawa County Well Permit
 - c. Ottawa County Driveway Permit
 - d. Architectural Drawings
 - e. Accessory Buildings require truss engineering load specifications.
12. Owners or Builder's signature: _____

Approval date: _____, Approval Signature _____

**CONTRACTOR REGISTRATION FORM
BLENDON TOWNSHIP**

7161 72nd Ave. Hudsonville, Mi. 49426
616-875-7707 / Fax 616-875-7034

Names that appears on the License: _____

If a Corporation, Name of Qualifying Officer: _____

Address that appears on license: _____

E – mail Address: _____

License Number: _____ Expiration date: _____

Phone number: _____ Cell phone: _____

Fax number: _____

Federal Employer ID # or Reason for Exemption: _____

MESC Employer # or reason for Exemption: _____

Worker's Comp Insurance Carrier: _____

Signature of License Holder _____ Date _____

Check all that apply

- Building
- Electric
- Plumbing
- Heating
- Cooling
- Repairs & Alternation

Check one that applies

- Corporation
- Sole Proprietor
- Partner

PLEASE ATTACH A COPY OF YOUR CURRENT CONTRACTORS LICENSE

BUILDING PERMIT CHECKLIST FOR SINGLE AND TWO FAMILY CONSTRUCTION

1. Two (2) complete sets of blueprints, including front, rear and side elevations, foundation and floor plans, and sectional drawing.
2. One (1) copy of a legal survey of the lot and a site plan which should include the following:
 - a. Location of the home on the lot with front, rear and side yard setbacks.
 - b. Deed Restrictions and/or Easements.
 - c. Sub-Division Restrictions.
 - d. Zoning District.
3. Private Utilities: Well and Septic Permit from Ottawa County Environmental Health Dept. (800-764-4111).
4. Driveway Permit from the Ottawa County Road Commission (616-842-5400).
5. SESC Permit from the Ottawa County Drain Commission (616-846-8220).
6. Engineering details and specs on all pre-engineered building components, including roof and floor trusses, pre-cast concrete members etc.
7. Address assignment for homes built outside an approved sub-division to be obtained from the Building Dept or Zoning Administrator.
8. Michigan Energy Code: Submit Code Compliance documentation using the Prescriptive Method, REM Software, Res Check, or equivalent.

A ZONING COMPLIANCE APPLICATION IS REQUIRED WITH THE PERMIT APPLICATION

The processing of building permits usually takes two (2) to three (3) days after all of the required information is received by the Building Inspector. It is the responsibility of the applicant to be aware of code requirements and inspection procedures.

1. All requests for inspections are to be directed to the appropriate inspector.
 - Electrical Inspections 616-396-1448
 - Plumbing Inspections 616-399-6924
 - Mechanical Inspections 616-477-4940
 - Building Inspections 616-875-7707-Ext. 25
1. When you make the call for an inspection, the building permit number, trade permit number, jobsite address, name and telephone number of the person requesting the inspection, and how access to the building may be gained, must be stated with the request.
2. In the event items to be corrected are discovered, the inspector(s) will leave a “field correction notice” with the building permit posted on the site. An additional fee for each re-inspection will be charged to the contractor.
3. All Building Permits must be displayed on the job site.

If you have any questions or comments regarding this procedure please call Jim Scholma, Building Inspector, at 616-875-7707 Ext 25.

**ESSENTIAL ITEMS THAT ARE REQUIRED TO BE COMPLETED IN
A SATISFACTORY MANNER PRIOR TO INSPECTION OF THE PROJECT:**

1. Window flashings and sill flashings require proper installation of the building wrap as well as the flashing material. If you are unaware of the code requirements, please contact the Building Inspector.
2. Building wrap is not a flashing and does not take the place of flashing. Building wrap must be installed over all flashing material. This requirement includes all locations, porches, decks, step flashing, roofs, etc.
3. Rough-in inspections will not be completed until all flashings have been installed.
4. Occupancy permits will not be issued prior to the completion of planned deck installations. Incorrect deck installations have been the source of many incidents of structural failure resulting in serious injuries and even deaths throughout the country.
5. The bearing points and connection of the headers to the deck supports will be the focus of special attention during the inspection. Current engineering practice and the building code, support this approach to bearing and connection; the deck headers should rest on the post, either by way of notching the post or setting on top of the post with an uplift resistance fastener. The deck header joist at the house end of the deck installation must be bolted through to the house rim.
6. Handrail installations on the deck stairs are a requirement. A handout is available from the Building Inspection Department which should be helpful on the matter of proper deck design and installation.
7. Footings will need to be stoned and tiled to an approved gravity discharge point or to a sump crock. If a sump crock is used, the sump pump must be installed prior to the final inspection.
8. Any questions regarding the requirements for a successful inspection outcome should be directed to the Building Inspector. (875-7707) or bltwpzoning@centurytel.net.

PERMIT HOLDER RESPONSIBILITIES

Part of the building process is identifying the job location and having inspections done at specific stages of construction. Before the inspector can begin inspecting the job, the following must be done by the permit holder:

- The lot and the building location must be staked so the inspector can verify the location of the forms and footings relative to the lot lines.
- The permit must be posted and visible from the road.
- A street number or a sign indicating the owner or contractor's name must identify the location. (Hand painted numbers or signs is permitted).

INSPECTIONS

There are a number of inspections required in each of the four codes (building, electrical, mechanical, and plumbing); therefore, **you must call** us when you are ready for each type of inspection. Work **must not proceed** before the job is **inspected** and **approved** to continue. The required visual inspections are:

BUILDING

- Foundation – when the footings and wall are in and the foundation is stoned and tiled.
- House wrap Inspection – When windows and doors are installed, BEFORE siding is installed.
- Insulation Inspection – When insulation is installed before drywall.
- Masonry Inspection – When flashing and weep holes are installed.
- Rough-in – When framing is completed, BEFORE insulation and drywall, AFTER electrical, plumbing, and mechanical inspections are completed.
- Final – When project is complete and ready for occupancy, and AFTER electrical, plumbing, and mechanical final inspections.

ELECTRICAL

- Temporary Service – when temporary service is complete and ready for hookup.
- Permanent Service – when permanent service is complete and ready for hookup.
- Rough-In – BEFORE insulating or dry walling, when wiring which will be hidden is complete.
- Final – when all fixtures are set, plates are on and the building is ready to be occupied.

MECHANICAL

- Underground – if anything is to be covered by dirt or concrete.
- Rough-in – anything is in walls (including ducts or chimneys) **BEFORE** dry walling.
- Final – when furnace and/or air conditioning are completed and operating and you are ready to occupy.

PLUMBING

- Underground – when pipes are all run in ground, BEFORE you backfill or pour concrete.
- Rough-In – when pipes are all run in walls, BEFORE dry walling, also drainage lines in ceiling of basement BEFORE COVERING.
- Final – when fixtures are all set and operating and you are ready to occupy.

PLEASE, remember each job is different and goes at a different pace. Therefore, we have no idea when you are ready for any inspections unless you call us and let us know. Also, please make sure that you are actually ready for the inspection, because extra trips by the inspector will cost you an extra fee.

Thank you and good luck with your project.

**MINIMUM REQUIREMENTS FOR PLAN SUBMITTALS TO
FINISH ALL OR PART OF A BASEMENT FOR
ONE AND TWO-FAMILY DWELLINGS**

1. Show this existing floor plan
2. Show the proposed floor plan
3. Label each room and/or space as to the proposed use.
4. Provide accurate dimensions for each room or space.
5. Provide the finished ceiling heights (min 7' & 6'6" under beam).
6. Show how wall framing will be accomplished on the interior of concrete or masonry walls.
7. Indicate treated lumber for any wood that will be in contact with the concrete floor and concrete or masonry walls.
8. Show type and thickness of insulation.
9. Show type of vapor – retarder to be used.
10. Show the wall, ceiling, and floor finish material.
11. Provide information that the area under the stairs will be completely protected with gypsum board.
12. Show the windows with their clear opening size.
13. Show the sill height of the windows.
14. Indicate any egress windows.
15. If making a new egress ‘window well’, provide all details and specifications.
16. Show the location of all smoke detectors and indicate their power sources and interconnection.
17. If installing a new bathroom, water closet compartment, or similar room, show a glass window of 3 sq. ft. minimum with one/half that must be operable. Provide information for a mechanical fan vented to the outside of this requirement cannot be met.
18. Lighting – Each habitable room must have glass area of not less than 8% of the floor area of such rooms. Provide information of how artificial light will be provided if this requirement cannot be met.
19. Ventilation – The minimum natural ventilation to the outdoor air must be minimum 4% of the floor area being ventilated,. Provide information of how artificial ventilation will be provided if this requirement cannot be met.
20. Provide specific information of how the furnace (or boiler) and the hot water heater will receive their combustion air.

2009 MICHIGAN UNIFORM ENERGY CODE

New for the 2009 IECC

1. Michigan amendments are primarily administrative in nature changing the title of the code from the International Energy Conservation Code (IECC) to the Michigan Uniform Energy Code (MUEC).
2. There are some minor technical amendments, such as:
 - a. Recessed light fixtures installed in insulated ceilings
 - b. Reroofing under certain limited circumstances
3. MUEC no longer allows for mechanical system trade-offs

Code Compliance Software Tools

1. Prescriptive – not needed
2. Total Building “UA” Trade Off – RES Check
3. Energy Analysis – REM Software

Overview of Residential Code Requirements

1. Focus is on building envelope
 - a. Ceilings, walls, windows, floors, foundations
 - b. Sets insulation levels, window U-factor
 - c. Infiltration control – caulk and seal to prevent air leaks
2. Ducts – Seal and insulate
3. Limited space heating, air conditioning, and water heating requirements
4. Lighting equipment – 50% of lamps to be high efficacy lamps

Space Conditioning

Any non-conditioned space that is altered to become conditioned space shall be required to be brought into full compliance with this code. (Example: basement finish, remodels etc.)

SUMMARY OF WHAT IS REQUIRED

Chapter 1: Administration

101.4.3 Additions, Alterations, Renovations and Repairs must meet requirements of the 2009 MUEC

103.2 Information on Construction Documents: Beyond standard plan and detail information for the energy code, documents must show insulations materials, R-values, fenestration U factors, mechanical system design criteria, mechanical and service water heating system and equipment types, sizes, and efficiency, duct sealing, duct and pipe insulation, lighting fixture schedule with wattage and controls, air sealing detail.

Chapter 3: Climate Zones

303.1.1 Blown or sprayed roof ceiling insulation

Thickness of blown and/or sprayed insulation shall be written in inches on markers that are installed at least one for every 300 sf throughout the attic space. Marker shall be affixed to trusses or joists and marked with a minimum initial installed thickness with numbers a minimum of 1" in height.

303.1.2 Insulation Mark Installation

Insulating material shall be installed such that manufacturer's R-value mark is readily observable upon inspection.

303.1.3 Fenestration product rating

U factors of fenestration products (windows, door, and skylights) shall be determined in accordance with NFRC 100, labeled and certified.

303.2 Installation

- Must be installed in accordance with manufacturer's instructions
- Must be installed in accordance with the Michigan Residential Code (MRC)

Chapter 4: General

401.3 Certificate

- Permanently posted on the electrical distribution panel
- Don't cover or obstruct the visibility of other required labels
- Includes the following:
 - R-values of insulation installed for the thermal building envelope including ducts outside conditioned spaces.
 - U factors for fenestration.
 - HVAC efficiencies and types
 - SWH equipment

RECOMMENDATION:

PURCHASE A COPY OF THE 2009 MICHIGAN UNIFORM ENERGY CODE

www.iccsafe.org/store/pages/doeregistration.aspx