

DATE: _____ PROPERTY CODE # (from tax statement) _____

Town, Range, Section and Quarter Sections: _____

Street/road of property: _____

Below are minimums - If anything is different, please indicate.

1. Building Size: _____ X _____ = Sq. Ft. _____

2. Foundation:

- A. Pad _____ one (1) bag redi-mix
- B. Depth of poles below grade: _____ 4' below grade
- C. Floor: _____
- D. Bottom of plate timbers: _____ (2) two 2 x 6 T&G Treated
- E. Rat walls need to be 14" deep if unheated and 24' deep if heated or could be attached to residence.

3. Side Walls:

- A. Height: _____
- B. Poles: _____ Size 4" x 6" - 6" x 6" at door openings
- C. Spacing: _____ 8' 0"
- D. Headers: _____ (2) 2" x 10" minimum
- E. Purlins: _____ 2" x 4"
- F. Spacing: _____ 8' o.c.
- G. Exterior Finish: _____

4. Roof:

- A. Rafters: _____ Engineered Truss
- B. Purlins: _____ 2" x 4"
- C. Spacing: _____ 24" O.C.
- D. Bracing: _____ 2" x 4" (gable ends)
- E. Sheathing: _____ Thickness: _____
- F. Roofing: _____ Type: _____

5. Load Weights:

- A. Roof: _____ 50# snow load

6. Windows:

- A. Size: _____
- B. Headers: _____

7. Doors:

- A. Size: _____
- B. Headers: _____

8. Plot Plan must show all buildings located on the property and number of feet from one building to the other and also the number of feet from the lot lines on all four sides.

GARAGES/SHEDS/UTILITY BUILDINGS

The following apply to accessory garages, sheds, and utility buildings:

1. Unattached must be 10' from residence or a fire wall towards the residence must be applied 20.06D.
2. If attached to the dwelling, it must match the residence's footings, architecture, and siding and have a one hour fire wall towards the residence 20.06A.
3. Must have a step up of 4" to the residence or basement from the garage.
4. If there is living area over the garage/shed/utility building it must have a one hour fire rating on the ceiling and sides.
5. The size must be less than the total floor area of the residence 20.48. It cannot be larger unless it is attached to the residence, then it can be of unlimited size except as in 20.06C and except agriculture and farming uses. Must not occupy more than 25% of a rear yard plus 40% of a non required rear yard.
6. It cannot be built in front of the residence unless it is attached to the residence, or special permission is granted 20.06B.
7. Where a garage/shed/utility building is built on any portion of the front yard, all vehicle access garage doors shall not face the front yard 20.06B.
8. Accessory buildings may be built in the front yard areas zoned RD & AR districts, providing they are 100' from ROW, properly screened and have a special use permit 20.06B.
9. No garage/shed/utility building can be built on vacant property less than 5 acres. There must be a residence on the property.
10. A garage/shed/utility building may be built on 5+ acres 20.06G with well and septic for camping. Plot plan must show where future residence will go. Camping is allowed three weeks a year only. Travel trailer must be stored inside building. Size of building is determined by amount of property owned, but no less than 24 x 24. Animals cannot be housed until a residence is on the property.
11. Garage cannot exceed 20' in height in RR, LDR, MDR, MFR, OSC, NSC 20.06E and 20.17.
12. Set backs must be met on sides, front, and rear.
13. All buildings in agriculture and farming area must obtain a zoning permit and file an F form for taxes.

This is a short summary of restrictions, others may apply for certain zoned areas.

PLEASE CHECK THE ZONING FOR YOUR AREA BEFORE YOU PROCEED!!!

TO BUILDING PERMIT APPLICANTS FROM BUILDING & ZONING DEPARTMENT.

JOSEPH DURAN - DIRECTOR

200 West Michigan Avenue - Annex Building

Grayling, MI 49738

Phone: 348-2844 Ext. 233

Amended 7-30-98

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Building Permit information required for permit to build in all Townships and the City of Grayling located in Crawford County, but not Grayling Township nor Frederic Township.

THE FOLLOWING DOCUMENTS, PAPERS & PERMITS ARE REQUIRED BEFORE APPLICATION CAN BE PROCESSED:

1. **APPLICATION ACCURATELY COMPLETED EXACTLY HOW THE PROJECT IS TO BE BUILT.**
2. **PROOF OF OWNERSHIP, WARRANTY DEED OR LAND CONTRACT SHOULD REGISTERED.**
3. **DRIVE WAY PERMIT FROM THE CRAWFORD COUNTY ROAD COMMISSION. 348-2281**
4. **WELL & SEPTIC PERMIT FROM THE CRAWFORD COUNTY HEALTH DEPARTMENT. 348-7800**
5. **ADDRESS APPLICATION FOR 911 COMPLETED FOR A NEW ADDRESS ON NEW CONSTRUCTION.**
6. **BLUE PRINT - REQUIRE TWO [2] SETS FOR THE PROJECT TO BE CONSTRUCTED. ONE SET FOR PERMANENT COUNTY FILE AND ONE SET TO BE STAMPED AS APPROVED WITH (NOTE) IF NEEDED FOR APPLICANT**
Section 108.0 Permits per B.O.C.A.
 - A. **FOUNDATION PLAN**
 - B. **TYPICAL WALL SECTION**
 - C. **FLOOR PLANS**
 - D. **ELEVATIONS OF FRONT & SIDES WITH WINDOWS**
 - E. **ALL COMMERCIAL WORK REQUIRES A SEALED BLUE PRINT AS DOES A RESIDENCE OVER 3500 SQ FT.**
 - F. **SIZES OF EGRESS WINDOWS. MUST BE TO CODE WITH SAFETY GLASS.**
7. **SITE PLAN TO SCALE & DIMENSIONS THAT COMPLY WITH THE ZONING FOR THAT DISTRICT. SHOW ALL BUILDINGS ON PROPERTY & OTHER PERTINENT INFORMATION FOR ZONING PERMIT.**
8. **SOIL EROSION AND SEDIMENTATION CONTROL PERMIT IF THE BUILDING SITE IS WITHIN 500 FEET FROM A RIVER, WETLANDS, POND, OR LAKE.**
9. **YOU NEED A LOVELLS ZONING CERTIFICATE IF BUILDING IN THE TOWNSHIP OF LOVELLS.**
10. **YOU NEED A CITY ZONING CERTIFICATE IF BUILDING IN THE CITY OF GRAYLING.**
11. **A MAP IS NEEDED SHOWING HOW TO GET TO YOUR PROPERTY.**
12. **THIS PERMIT EXPIRES ONE YEAR FROM DATE OF ISSUANCE. YOU MUST RENEW PERMIT PRIOR TO EXPIRATION AND BOND WILL BE CARRIED OVER. IF NOT RENEWED, BOND WILL EXPIRE.**
- **CERTIFICATE OF OCCUPANCY IS REQUIRED PRIOR TO MOVING IN ANY PERSONAL ITEMS OR TAKING POSSESSION. Section 118.0 B.O.C.A.**

AFTER READING AND COMPLETING ALL STEPS, PLEASE SIGN:

IMPORTANT NOTICE

The County of Crawford Building Department Inspectors, in accordance with the Code of the State of Michigan and the Ordinance of the County of Crawford, must inspect all building projects in the logical and sequential order in which they are listed below:

1. **Footing Inspection:** After footings are formed and before concrete is poured.
 - A. **Basement:** Requires footing inspection and basement wall inspection which is done after the blocks are laid and before backfilling.
2. **Rough Inspection:** Before walls are enclosed or insulated. Rough inspections by mechanical, plumbing and electrical inspectors must be complete and documented.
3. **Final Inspection:** When construction is complete and before building is occupied. Final inspections by mechanical, plumbing and electrical inspectors must be complete and documented.
4. **Accessory Buildings :** Requires inspections #1 and # 3 and/or more as required.

A Temporary Certificate of Occupancy requires re-inspection of all corrections plus a re-inspection fee.

A Certificate of Occupancy must be issued before building is occupied.

The **owner/contractor** has the responsibility to ensure that inspections are made when required and should inform any contractors involved of the inspection requirements.

ALL re-inspections for Building, Electrical, Mechanical and Plumbing require payment of the fee for additional inspection prior to re-scheduling.

The Crawford County Building inspector will make every effort to inspect your project in a timely manner. However, if it is not possible to inspect upon your immediate request and within your immediate time schedule, it does not mean that you may continue building.

To continue building beyond an inspection level, prior to that inspection, will cause a STOP WORK order to be placed on your building project until that inspection can be properly performed.

I have been informed of the above stated **Inspection Policy.**

Owner's \ Contractor's Signature

Date

CRAWFORD COUNTY BUILDING AND ZONING DEPARTMENT

200 W. Michigan Avenue - County Building Annex

Grayling, MI 49738

PH. 989-348-2841 Ext 233 / FAX: 989-348-1016

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APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

1. LOCATION OF BUILDING (LEGAL DESCRIPTION AND PROPERTY CODE #) (From Tax Statement):

2. PROPERTY OWNER:

NAME: _____ PH. # _____

Address: _____

City, State & Zip code: _____

3. ARCHITECT OR ENGINEER: _____ Ph. # _____

Address, City, State & Zip Code: _____

4. CONTRACTOR: _____ Ph.# _____

Address, City, State & Zip Code: _____

Builders License #: _____ Expiration Date: _____

Must Register with the County of Crawford.

Fed. I.D. # or reason for exemption: _____

Workers Comp Carrier or reason for exemption: _____

MESC # or reason for exemption: _____

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 12a of the State Construction Code Act of 1972, P.A. 230 -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: _____ Address: _____ Date: _____

When to call for inspections:

- 1. Footings: Prior to pouring cement.
2. Framing/Rough: Prior to drywall - must have electrical, mechanical & plumbing rough inspections done before the building can be inspected. Mechanical & building inspections must be scheduled together.
3. Final: Prior to occupancy - Must have electrical, mechanical & plumbing inspections done. Mechanical and building inspections must be scheduled together.

**APPLICATION FOR ZONING PERMIT
DEPARTMENT OF BUILDING INSPECTION AND ZONING
COUNTY OF CRAWFORD**

200 W. Michigan Avenue
Grayling, MI 49738

Application is hereby made to: () use, () erect, () repair, () remodel, () extend a structure located at:

Street Address, City, State & Zip Code.

Township: _____ T _____, R _____ Section _____.

Property Tax Code #: _____.

() Residence, () Commercial, () Other Use: _____.

Property Owners Name: _____

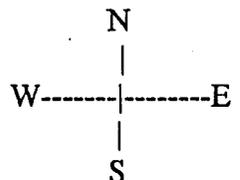
Mailing Address: _____

In the space below show the boundaries, sizes of the premises, locations, and footages from all four lot lines to all existing and proposed buildings or structures to be erected or altered.

PLOT PLAN

Approved by: _____

Date: _____



PROJECT SITE LOCATION DIRECTIONS

Amended: 6-29-98

Please submit this information to assist staff in locating your project site. This will avoid delays in processing your inspections because staff cannot locate your project site. This page is in addition to the site location map.

What is the name of the access road to the project: _____

Type of Road: Paved: _____ Private: _____ Public: _____ Gravel: _____

Name of road at closest intersection: _____

Distance to this road in miles and tenths: _____

Is there a house or other building visible from the road: _____ yes _____ no.

What color is this house: _____

Where is address visible: _____ house, _____ garage, _____ mailbox, _____ sign.

Type/style of house or other buildings: _____ ranch, _____ two story, _____ pole, _____ cape cod,
_____ bi-level, _____ Cottage/cabin.

Are corner stakes marked: _____

House number and street address: _____

Color of adjacent property house and/or buildings and describe: _____

Describe the best and nearest visible landmark to the project site: _____

Property Owner Signature: _____

Mailing Address: _____

Ph. #: _____

Contractor's Signature: _____

Mailing Address: _____

Ph. #: _____

Add driving directions on the back of this sheet.