

## DECK CHECKLIST

Please use the following checklist as a guide for the materials needed to issue a zoning permit and a building permit for a Garage. All information must be complete and provided to the City in order to issue the appropriate permits and approvals.

- Completed zoning permit
- Proof of Ownership: a recorded land contract or deed with a legal description of the property
- An acceptable, legible plot plan that shows property dimensions including all setbacks. Setbacks from other structures on the property. Also show all other overhead wires, drains, water edges, etc.
- A soil erosion permit from the Shiawassee County Drain Commission if 100 feet from water or 500 feet from the drain – or an Affidavit for a waiver.
- A completed building permit application
- A Contractor Registration Form
- Cross Section Detail Form

## SHEDS, CARPORTS, GARAGES AND "OUT BUILDINGS"

Garages, sheds, carports, and other buildings, even swimming pools, are considered accessory structures. There two basic types of accessory buildings – attached or detached. Attached accessory buildings are those which are physically attached to the home. A typical example is an attached garage or an attached carport. Detached accessory structures are sheds, or other such structures which are not physically attached to the dwelling. All accessory structures require a building permit and zoning permit.

- All attached accessory buildings, including carports, shall be treated just like the main building or dwelling
- All detached accessory buildings shall be at least ten (10) feet to any other structure on the lot.
- All accessory buildings shall be at least ten (10) feet from a side or rear lot line.
- No accessory building can occupy more than 25% of the rear of any yard; no accessory building or structure can exceed the floor area of the principal building.
- Detached accessory structures in residential districts cannot exceed one story or 17 feet. Detached accessory structure in nonresidential districts are permitted to whatever the permitted height is in the district.
- No accessory building is permitted in the front yard.
- Except for agricultural buildings, no accessory building is permitted prior to the establishment of a principal structure.



P.O. BOX 178 • 114 WOODHULL STREET • LAINGSBURG, MICHIGAN 48848-0178  
PHONE (517) 651-5374 • FAX (517) 651-5604 • www.laingsburg.us

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Zoning Permit  
\$25 Fee

Property Owner's Name & Address:

Applicant's Name & Address:

	Phone:

Address of Property on which accessory will be placed:

Contractor's Name & Address:

	Phone:

Type of Structure \_\_\_\_\_ Proposed Use \_\_\_\_\_

Distance from other structures \_\_\_\_\_ (show on drawing)

Distance from lot lines: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_

Sq Feet of lot \_\_\_\_\_ Lot width at front setback \_\_\_\_\_ Ext. Sq Feet of House \_\_\_\_\_

Size of structure: Height \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_

Square feet of other structures \_\_\_\_\_

Provide drawing of placement on property. Please note locations of house, other buildings or structures, location, drives, sidewalks, etc.

Approved: Y or N

Date: \_\_\_\_\_

Zoning Administrator \_\_\_\_\_

Fee \$ \_\_\_\_\_ Paid On \_\_\_\_\_ Permit # \_\_\_\_\_



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# City of Laingsburg

Shiawassee County  
Laingsburg, Michigan 48848  
Application for Building Permit

Section # \_\_\_\_\_ Date \_\_\_\_\_

The undersigned in compliance with the laws of the State of Michigan and the ordinance of the City of Laingsburg hereby makes application under the above mention laws, ordinances and regulations hereby set forth for permission to;

Build, Demolish, Move \_\_\_\_\_ Building Size \_\_\_\_\_  
Address \_\_\_\_\_ Owners Name \_\_\_\_\_

Contractor \_\_\_\_\_ License # \_\_\_\_\_ Expires \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_

Workman's Comp Carrier \_\_\_\_\_

Internal Rev. Code # \_\_\_\_\_

Or reason for exemption

Michigan Employment Comp. # \_\_\_\_\_

Or reason for exemption

### Specifications

Set Back \_\_\_\_\_ Side \_\_\_\_\_ Rear \_\_\_\_\_

Roof Type \_\_\_\_\_ No. Rooms \_\_\_\_\_ No. Bath \_\_\_\_\_

Footing \_\_\_\_\_ Basement \_\_\_\_\_

Construction \_\_\_\_\_ Garage \_\_\_\_\_

Drywall \_\_\_\_\_ Plaster \_\_\_\_\_ Fireplace \_\_\_\_\_

Chimney Type \_\_\_\_\_ Siding \_\_\_\_\_

Rafters \_\_\_\_\_ OC \_\_\_\_\_ Studding \_\_\_\_\_ OC \_\_\_\_\_

Floor Joist \_\_\_\_\_ OC \_\_\_\_\_ Sewer \_\_\_\_\_

Water \_\_\_\_\_ Detectors \_\_\_\_\_ Fire \_\_\_\_\_ Smoke \_\_\_\_\_

Approved \_\_\_\_\_  
Building Inspector

Cert of Occupancy # \_\_\_\_\_ Permit # \_\_\_\_\_ Fee \_\_\_\_\_

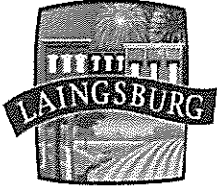
Est. Cost \_\_\_\_\_ Contractor must sign application

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 Construction Code Act of 1972, Act No. 230 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 perform work on a residential building or residential structure. Violators of Section 23 are subject to civil fines.

Signed (Contractor) \_\_\_\_\_

There will be a charge of \$25.00 on any returned checks



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# Contractor Registration

City of Laingsburg Building Inspections Department  
No Fee Required

Date of Registration \_\_\_\_\_

Company Name \_\_\_\_\_

Licensed Person \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Type of License \_\_\_\_\_

License Number \_\_\_\_\_ Master Number if Applicable \_\_\_\_\_

Expiration Date/s \_\_\_\_\_

Fed I.D. # \_\_\_\_\_

Workman's Comp Carrier \_\_\_\_\_ (If Required)

Social Security Number \_\_\_\_\_

Divers License Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

Attest: The information given is complete, true, and correct. I understand that work is required to be done in accordance with the Michigan Construction Code, and that I am responsible for scheduling all necessary inspections.

Licensee Signature \_\_\_\_\_

All contractor registration forms must be accompanied by a copy of your contractor's license and driver's license

# **Building & Trade Permits And Inspections**

**Shiawassee County Building Department Main Number:**

**989-743-2396**

**Inspector:**

**Dave Chrenka, Building Inspector: 989-743-2396**

**Housing Rehabilitation Program:**

**Lindsay Hager: 231-225-2619**

**lhager@hagerconsulting.biz**

**Planning & Zoning**

**Paula Willoughby, Zoning Administrator: 517-651-5374**

**Peter J. Preston, Community Planning & Zoning Consultant:  
517-256-0566**

## Submittal Requirements:

1. Certification of sanitary sewage disposal system (a report from the Shiawassee County Health Department certifying approval of a private sanitary sewage disposal system or a written notice of acceptance/hook-up fee receipt from the City of Laingsburg) if applicable
2. Certification of private water system (a report from the Shiawassee County Health Department certifying approval of a water).
3. Provide copies of any applicable state and federal permits, including but not limited to soil erosion and sedimentation control permits, wetlands permits, floodplain permits, driveway permits, etc.
4. If your project/development does not require a site plan review and site plan application, you must submit with this application, **two (2)** copies of an accurate, scaled drawing showing the following items (not required for minor alterations, repair, and demolitions):
  - The location, shape, area and dimension of the lot
  - The location, dimensions, height and bulk of the existing and/or proposed structures to be erected, altered or moved
  - The intended uses, if appropriate
  - The proposed number of sleeping rooms, dwelling units, occupants, employees, customer and other such users, as appropriate
  - The yard, open space, parking areas (including dimensions and number of spaces), if appropriate
  - A sketch showing the location of the site in relation to the surrounding street system and surrounding land uses (residential, commercial, etc.)

# SAMPLE

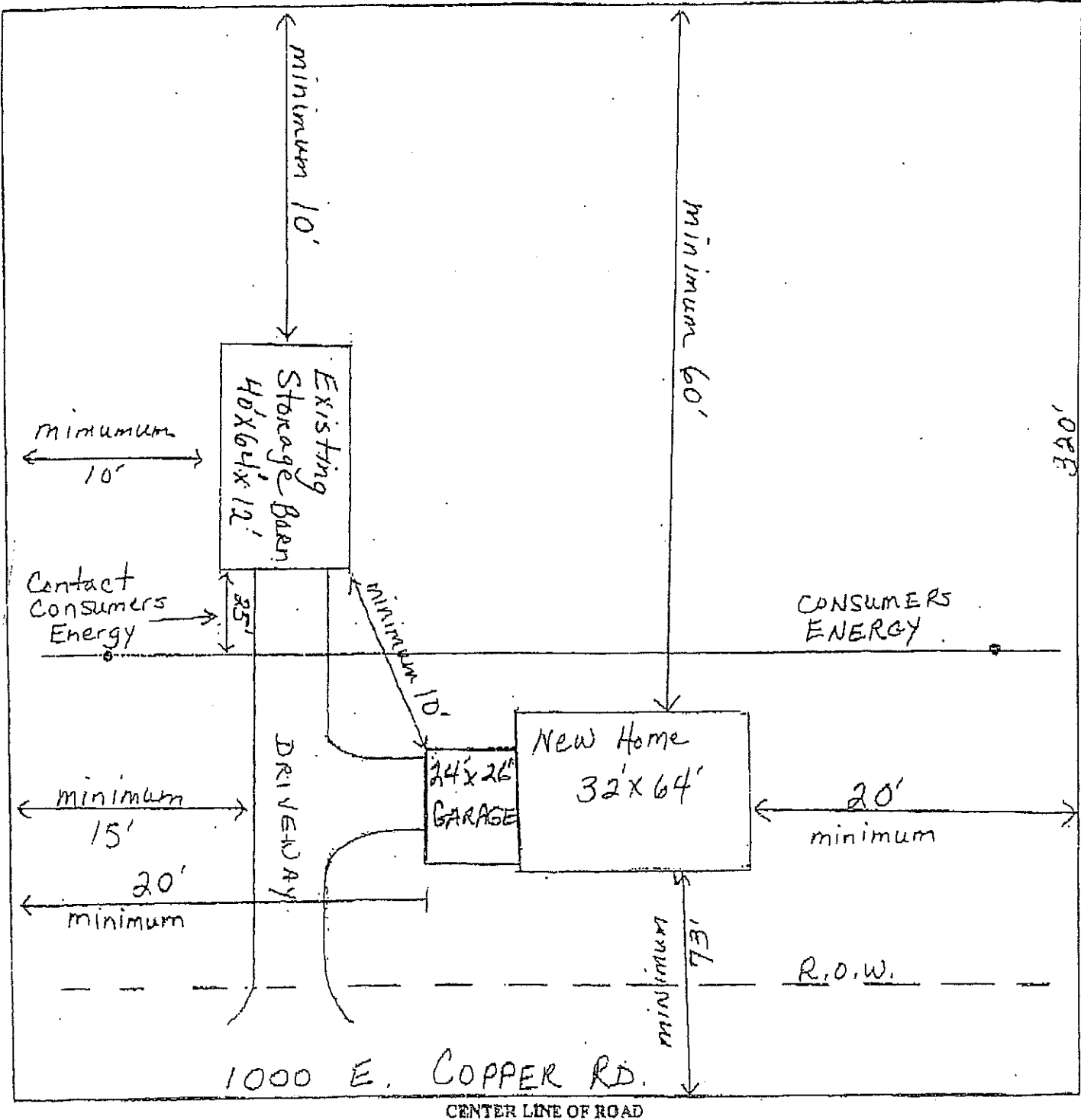
## SHIAWASSEE COUNTY ZONING SITE PLAN GRID

NAME John Doe PROJECT ADDRESS 1000 E. COPPER RD.

LOT SIZE 200 x 320 or NUMBER OF ACRES \_\_\_\_\_

(SEE REVERSE SIDE FOR INSTRUCTOINS)

200'





SHIA WASSEE COUNTY HEALTH DEPARTMENT  
ENVIRONMENTAL HEALTH DIVISION

Surbeck Building · 201 N. Shiawassee Street  
CORUNNA, MICHIGAN 48817  
PHONE: (989) 743-2390 FAX: (989) 743-2413  
Web Address: <http://health.shiawassee.net>

GEORGE J. PICCHETTI, J.D.  
Director/Health Officer  
DENNIS CHERNIN, M.D., M.P.H.  
Medical Director

GENE PAEZ, R.S., M.P.H.  
Director of Environmental Health

AFFIDAVIT FOR SOIL EROSION SEDIMENTATION CONTROL PERMIT WAIVER

Pursuant to Part 91, Soil Erosion Sedimentation and Control, of Act 451 of the Public Acts of 1994, as amended.

Owner's name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Property address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Legal Description: Section \_\_\_\_\_ T. \_\_\_\_\_ N. R. E. \_\_\_\_\_ Township

Description of Earth Change Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I, \_\_\_\_\_ as the property owner, do hereby certify that the earth change at the above referenced property will disturb less than 225 square feet and the earth change will not contribute sediment to lakes or streams.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

-----AGENCY USE ONLY-----

This request for a SESC permit waiver has been reviewed by SCHD and is hereby issued in accordance with Rule 1705 (2) of Part 91.

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

## Soil Erosion and Sedimentation Control (All earth changes will require review)

When might a permit from the Environmental Health Division be required?

1. If your project involves **disturbing soils** over an area of **one or more acres**.
2. If your project is **within 500 feet of a lake, stream, river, drain, or other water body**.
3. All projects involving earth moving activities that disturb **more than 225 square feet** (an SESC waiver **might** be issued for projects disturbing **less than 225 square feet**).
4. If your construction project is for a **permanent dwelling or a large-scale addition to an existing home**.

If you answered **yes to any of the questions** a SESC permit or verification that no permit is required will be needed as part of your Zoning permit application.

Zoning applications for projects such as decks, porches, swimming pools, small additions, and small accessory buildings **may** be reviewed in house. This **does not prohibit** an SCHED representative from conducting a site visit to determine whether or not a SESC permit will be required.

## CROSS SECTION DETAILS:

(Fill out only items that apply to your project.)

### ROOF-CEILING CONSTRUCTION

- Ridge board \_\_\_\_\_
- Rafters 2X\_\_\_\_, \_\_\_\_oc (on center)
- Ceiling joist 2X\_\_\_\_, \_\_\_\_oc
- Eng. Rafters \_\_\_\_\_, \_\_\_\_oc
- Eng. Trusses \_\_\_\_\_, \_\_\_\_oc
- Roof sheathing \_\_\_\_\_
- Fascia board \_\_\_\_\_
- Ice shield \_\_\_\_\_
- Felt paper \_\_\_\_\_
- Roof covering \_\_\_\_\_

### WALL CONSTRUCTION

- Double top plate 2X\_\_\_\_
- Bottom plate 2x\_\_\_\_
- 2X\_\_\_\_ wall studs, \_\_\_\_oc
- Headers \_\_\_\_X\_\_\_\_, Eng. beams \_\_\_\_\_
- Wall sheathing \_\_\_\_\_
- Eng. walls \_\_\_\_\_
- House wrap \_\_\_\_\_

### FLOOR CONSTRUCTION

- 2X\_\_\_\_ floor joist, \_\_\_\_oc
- Eng. floor \_\_\_\_\_, \_\_\_\_oc
- Floor sheathing \_\_\_\_\_
- Beams / Girders \_\_\_\_\_
- Sill plate 2X\_\_\_\_
- Sill plate anchors:  
1/2" bolts \_\_\_\_\_, \_\_\_\_oc  
eng. straps \_\_\_\_\_, installed per man. spec.
- Concrete slab \_\_\_\_\_
- Vapor retarder \_\_\_\_\_

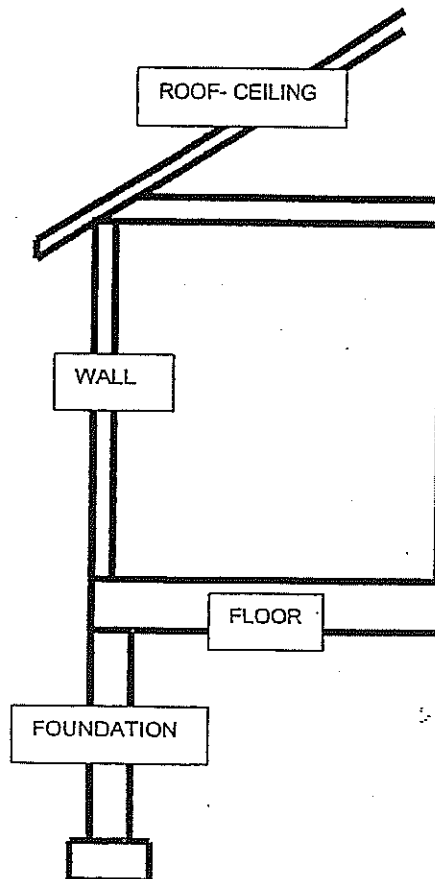
### FOUNDATION

- Foundation walls:  
wood framed \_\_\_\_ Design Required  
masonry \_\_\_\_ (height \_\_\_\_ thickness \_\_\_\_)  
concrete \_\_\_\_ (height \_\_\_\_ thickness \_\_\_\_)  
insulating (ICF) \_\_\_\_ (height \_\_\_\_ thickness \_\_\_\_)  
post / columns \_\_\_\_ (\_\_\_\_X\_\_\_\_, \_\_\_\_oc)
- Footing: (Minimum 42" from bottom to final grade.)  
trench \_\_\_\_ (width \_\_\_\_ depth \_\_\_\_)  
form / rail \_\_\_\_ (depth \_\_\_\_ width \_\_\_\_)  
post / pier \_\_\_\_ (diameter \_\_\_\_ depth \_\_\_\_ , \_\_\_\_oc)
- Dampproofing \_\_\_\_ Waterproofing \_\_\_\_
- Foundation drainage \_\_\_\_ type \_\_\_\_\_

### EXTERIOR COVERINGS

- Fascia \_\_\_\_\_
- Soffit \_\_\_\_\_
- Siding \_\_\_\_\_
- Veneer \_\_\_\_\_

# SHIAWASSEE COUNTY BUILDING DEPARTMENT



Job address \_\_\_\_\_

Township\_ City\_ Village\_

Name \_\_\_\_\_

Phone number \_\_\_\_\_

Type of work \_\_\_\_\_

## EXTERIOR DECKS AND PORCHES

### Michigan Residential Code 2003

Any new post footings shall be a minimum of 12" in diameter and 42" in depth.

Foundation post shall be properly treated and not encased in concrete.

All fasteners and hangers shall be approved for use with ACQ treated wood.

Beams shall have a minimum bearing of 3" on wood, galvanized metal hanger or proper fasteners to post.

Floor joist shall have 1 1/2" minimum bearing on wood or galvanized metal hanger.

The galvanized hangers for beams and floor joists shall be properly nailed with the required nails and all holes filled. (SCREWS & ROOFING NAILS ARE NOT APPROVED)

Stairways and walking surfaces shall have guardrails if more than 30" from grade. The height of guardrails shall be 36" min. off walking surfaces and 34" min. off the nose of the treads of stairways. A 4" sphere shall not be able to pass in between the rails of the walking surface and in between risers / treads of stairways (4 3/8" sphere in between the rails of stairways). A continuous handrail shall be installed on one side of a stairway if there are four risers or more. The handrail shall be 34"- 38" off the nose of the treads at a uniform height with the ends returned to a post or wall and the grip size shall have a circular cross section of 1 1/4" min. and 2 5/8" max. The stairway width shall be 36" min. The max. riser height of a stairway is 8 1/4" and the min. tread depth is 9" measured nose to nose. The min. tread cut on stringers shall be 9". A 3/4" min. and 1 1/4" max. nosing shall be provided on stairways with solid risers unless the tread depth is 11". Risers, treads and nosings shall vary no than 3/8".

A minimum 3' x 3' landing shall be installed on the required exterior door (no more than 7 3/4" from the top of threshold). If the door swings over the landing the height shall be no greater than 1 1/2" from the top of the threshold to the landing, storm and screen doors are excluded. A landing is not required for other doors with two or less risers (steps).

Notches in joist and beams shall not exceed 1/6 of the depth, nor longer than 1/3 of the depth, and shall not be located in the middle 1/3 of the span. Notches at the ends shall not exceed 1/4 of the depth. Holes in joist, rafters, and beams shall not exceed 1/3 the depth in diameter or be closer than 2" to the bottom, the top, other holes, or notches of that member.

The 911 ordinance requires that the address numbers be prominently displayed. (4" minimum on the structure, 3" minimum on a post (3 1/2 foot min. - 5 foot max. tall) or mail box "post" located on the left hand side of the drive as you enter and visible from both directions)

## EXTERIOR DECKS AND PORCHES, ONE AND TWO FAMILY DWELLINGS

PLEASE NOTE: The new Michigan State Construction Code Rules became effective July 31, 2001 (Michigan Residential Code 2000)

Any new post footings shall be a minimum of 12" in diameter and 42" in depth.

All untreated wood framing shall be a minimum of 8" from final grade.

Floor joist shall have 1 1/2" minimum bearing on wood or metal.

The galvanized hangers for beams and floor joists shall be properly nailed with the required galvanized nails and all holes filled. (SCREWS & ROOFING NAILS ARE NOT APPROVED)

Stairways and walking surfaces shall have proper guardrails if over 30" from grade (34" min. off the nose of the treads and 36" min. off walking surface and shall not pass a 4" sphere in between the uprights or the treads). A handrail shall be installed on one side (34"- 38" off the nose of the treads at a uniform height) with the ends returned to a post or wall and the grip size shall have a circular cross section of 1 1/4" minimum and 2 5/8" maximum, if there are three risers or more. The stairway width shall be 36" minimum, the maximum riser height is 8 1/4" and the minimum tread width shall be 9" measured nose to nose. The minimum tread cut on stringers shall be 9". A 3/4" minimum and 1 1/4" maximum nosing shall be provided on stairways with solid risers. Risers and treads shall vary no more than 3/8" from one to another.

A minimum 3' x 3' landing shall be installed on all exterior doors (no more than 8" from the top of threshold if the door does not swing over the landing, storm and screen doors are excluded). Foundation post shall be .6 treated if the porch / deck will be enclosed or if post are embedded in concrete.

Notches in joist and beams shall not exceed 1/6 of the depth, nor longer than 1/3 of the depth, and shall not be located in the middle 1/3 of the span. Notches at the ends shall not exceed 1/4 of the depth. Holes in joist, rafters, and beams shall not exceed 1/3 the depth in diameter or be closer than 2" to the bottom, the top, other holes, or notches of that member.

The 911 ordinance requires that the address numbers be prominently displayed. (4" minimum on the structure and 3" minimum on a post (3 1/2 foot min. - 5 foot max. tall) or mail box "post" located on the left hand side as you enter the drive)

# SCHEDULE OF REGULATIONS

STANDARDS	RO	RL	RL-1	RM	RH	RT	C-1	I-1
Minimum lot area in square feet	43,560	15,000	12,000	8,000	5,000	6,000	None	None
Minimum lot width in feet measured at the front setback line	200	100	80	90	100	50	None	None
Maximum lot coverage as a % of lot area	25%	25%	25%	25%	30%	30%	None	None
Minimum floor area of principal building in square feet	800	1,000	1,000	800	600	720	None	None
Minimum front yard setback as measured from the street right of way line in feet	30	25	25	25	25	25	None	30
Minimum side yard set back as measured from the side lot line in feet	20	10	10	7	7	7	None, except when adjacent to a residential district	None, except when adjacent to a residential district
Minimum rear yard setback as measured from rear lot line in feet	35	35	35	35	35	25	20	100
Maximum Height in feet	35	35	35	35	35	15	35	Same as actual distance from lot lines