## POLE BUILDING PERMIT CHECKLIST

## ZONING PERMIT

- 1. Completed Zoning Permit Application\*.
  - 2. <u>Proof of Ownership</u> if purchased within the last year.

## **3.** <u>Completed Site Plan Grid</u>

- a. Minimum site plan requirements are listed on Page 4 of this packet.
- b. A sample site plan grid is listed on Page 5 of this packet.
- **4.** <u>Soil Erosion and Sedimentation Review:</u> A soil erosion review is required by the State of Michigan through Shiawassee County Environmental Health. Additional information can be found <u>here</u>.

## **BUILDING PERMIT**

(Contractors must be registered with the Building Department)

- **1.** Completed **<u>Building Permit Application</u>** form.
  - **2.** <u>Blueprints and/or Plans:</u> A <u>complete</u> set of building and foundation plans and specifications, including a cross-section of the proposed project.
- **3.** Completed <u>**Truss Drawings**</u> submitted with this application packet.

APPLICATIONS WILL NOT BE PROCESSED UNTIL ALL DOCUMENTATION HAS BEEN RECEIVED \*Commercial and Industrial construction requires Site Plan Review Approval

APPLICATION for	r a ZONING	<b>PERMIT</b>
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#### City of Laingsburg 114 N Woodhull P.O. Box 178 Laingsburg, Mi 48848 Phone:(517) 651-5374 • Fax: (517) 651-5512 Email: clerk@laingsburg.us

_ App. Date:	Receipt #			Fee: \$		_ Permit #
Review Date:	Approved	] Denie	d B	y:		
Property Address	s/Location			App	licant (if no	ot Owner)
Address/Street:		Name	:			······································
Nearest Cross Rd.:			ess:			
Township:						
Parcel Number:						
Zoning District:		Faxe				······
Owner Inform	nation					on or Addition
Name:		Pleas	e Atta	ach All Tl	hat Apply:	
Address:			nd Div	ision Cert	ificate 🛛	Survey
City/State/Zip:			of of (	Ownershi	р	
		🗆 Se	ptic Pe	ermit #	W	/ell Permit #
Phone:		□ Driveway Permit □ Soil Erosion Permit				
Fax/Email:			w Add	ress	New Sev	wer Connection
Type of Red	quest	Yes	No		For All	Applications
Principal Structure				Did you	attach a "Site	e Plan Drawing"?
Accessory Structure				Are you	making grad	le (earth) changes?
Agricultural Structure				ls your p	roject within	500 ft. of surface water?
Temporary Structure/Use	· · · · · · · · · · · · · · · · · · ·			Is this s	ite currently	violating the Ordinance?
Demolition Permit					_	
Sign						
Home Occupation	· · · ·			Fo	r Sign Perm	its Only
Fence	· · · ·	Туре	of Bus	siness:		
Deck or Porch		Total display area in square feet:				
Pool		Proposed setback from Right-of-Way:				
Solar					Sign purp	
Outdoor Solid Fuel Furnace		Type:	o Po	le 🛛 Gro	ound 📮 Wa	all 🛛 Other
Shared Driveway				width of v		
Buildable Lot Study		Attac	n Sign	drawing	showing cop	у <b>с</b>
Hazardous Material Storage						· · · · · · · · · · · · · · · · · · ·
Other:					·	
Describe Proposed Building or	Land Use:	•				
		<u></u>				
					:	

I am the owner of, or the authorized agent of the owner, of the lot (parcel of land) described and shown on the attached site plan. I am familiar with the Shiawassee County Zoning Ordinance, including the related laws listed in Section 16.5.3. I hereby attest based upon my knowledge and belief that this request is complete, in compliance with, and warrants approval under the Shiawassee County Zoning Ordinance of 1999, as amended.

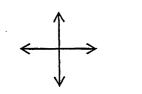
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## CITY OF LAINGSBURG ZONING SITE PLAN GRID

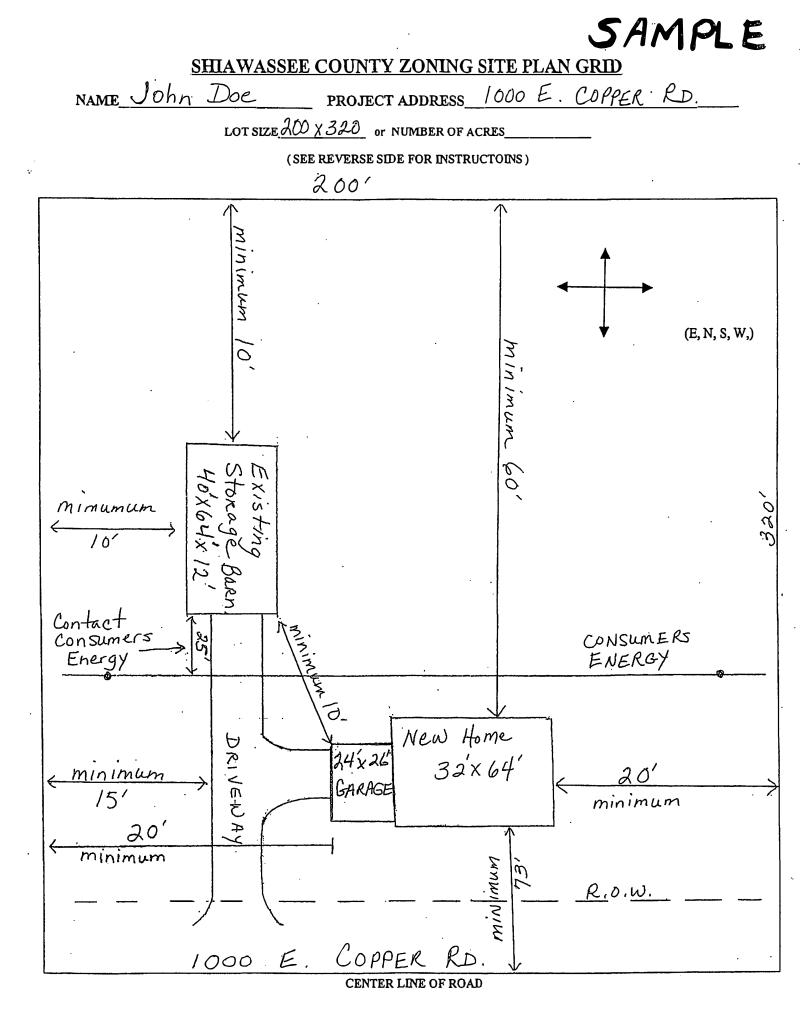
NAME:\_\_\_\_\_\_ PROJECT ADDRESS:\_\_\_\_\_\_

(SEE REVERSE SIDE FOR INSTRUCTIONS)



## SITE PLAN REQUIREMENTS

- 1. List Setbacks from all lot lines accurately.
- 2. Indicate all buildings on site and the distance between them.
- 3. Show location of all utility lines and distance from current building site.
- 4. Show location of the Well, Septic Tank and Drain Field.
- 5. Show location of the Reserve Drain Field.
- 6. Accurately locate Driveway and give distance from closest lot line.
- 7. Indicate any unique features of the property, such as drain, ditches or streams, etc. and the distance for the building site.



This application shall become incorporated as a part of the permit and only authorizes the items of work as herein applied for, as described on the issued permit.

#### **BUILDING PERMIT APPLICATION**

City of Laingsburg 114 Woodhull Laingsburg, MI 48848 (517) 651-5374 Email: Clerk@laingsburg.us

	*OFFICE USE ONLT#	-
PERM	#	
DATE: _		
RECEPT	#	

Job Site Address:	Township:		Property Tax ID #:							
Property Owner:	Email:			Phone						
Owners Mailing Address, City, State, Zip:										
Contractor:	Email:			Phone						
Contractor Address, City, State, Zip:										
Alternate Phone/ Contact Information:	License #:			Expiration Date:						
Use of Building:		Foundation Type: Poured Wall D Fost D Block D Wood D Other D								
Class of Work: New Home  Addition  Alteration  Accessory Structure	ucture 🗆 🛛 Ba	asement 🗆 Conventi	ional Frame 🗆 🛛 Fost Frame 🛛	🗆 Modular 🗆						
HUD Double Wide/ Single Wide 🗆 Structured Steel 🗆										
Describe Work:										
Special Conditions:				· · ·						

NOTICE: SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATING OR AIR CONDITIONING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN ORNOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

\*Section 23A of the State Construction 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 Section 23A are subjected to civil fines.

Signature of Contractor or Authorized Agent*	(Date)
Signature of Owner (if owner is doing building)	(Date)

Signature of Owner (if owner is doing building)

**\*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/HER 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.

FOR OFFICE USE ONLY							
Administration Fee: \$40.00							
Total Valu	ation		Permit Fee				
Requirements	Required	Received	Not Renured				
Contractor Registration							
Zoning	-						
Plans							
Truss Drawings							
Energy Comp/Blower Door							
Comm. Plan Review Fee							
	REQUIRED INS	PECTIONS					
	🗆 БАСК	FILL	ROUGH				
	FINA	L					
Application Received by:	Pian Reviewed by:	Appre	oved for Issuance by				
	-						

Date Received

02/08/22

## SHIAWASSEE COUNTY INSPECTION INFORMATION

PART OF THE BUILDING PROCESS IS TO IDENTIFY THE JOB LOCATION AND HAVE NSPECTIONS DONE AT SPECIFIC STAGES DURING CONSTRUCTION. BEFORE AN INSPECTOR CAN PERFORM THEIR JOB THE PERMIT HOLDER SHALL OBSERVE THE FOLLOWING RULES.

1: THE BUILDING PERMIT OR COPY SHALL BE KEPT ON SITE UNTIL THE COMPLETION OF THE PROJECT.

2: THE SITE ADDRESS SHALL BE PROVIDED IN SUCH A POSITION TO BE PLAINLY VISABLE AND LEGIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY.

#### INSPECTIONS:

THERE ARE A NUMBER OF INSPECTIONS REQUIRED IN EACH OF THE FOUR CODES (BUILDING, ELECTRIC, PLJMBING AND MECHANICAL); THEREFORE YOU MUST CALL WHEN YOU ARE READY FOR EACH TYPE OF INSPECTION. ALL WORK SHALL BE INSPECTED FOR EACH TRADE AND AN APPROVAL STICKER POSTED, BEFORE WORK CONTINUES. DO NOT REMOVE ANY STICKERS UNTIL ALL FINAL INSPECTIONS ARE COMPLETE AND APPROVED.

#### THE REQUIRED VISUAL INSPECTIONS ARE AS FOLLOWS:

#### **BUILDING**

FOUNDATION / FOOTING: WHEN EXCAVATION IS COMPLETED, FORMS ARE SET. TRENCHES DUG, REQUIRED REINFORCING STEEL IS IN PLACE AND PRIOR TO PLACING ANY CONCRETE. WOOD FOUNDATIONS: STONE AND FOOTING PLATES ARE IN PLACE.

**BACKFILL:** WHEN FCUNDATION WALLS ARE DAMPPROOFED/ WATERPROOFED. AN APPROVED DRAINAGE SYSTEM INSTALLED, FOUNDATION ANCHORS INSTALLED PER MANUFACTURERS SPECIFICATIONS AND WALLS BRACED.

**ROUGH MASONRY:** WHEN THE BASE COURSE FLASHINGS AND WEATHER-RESISTANT SHEATHING PAPER HAVE BEEN INSTALLED AND BEFORE THE INSTALLATION OF ANY MASONRY VENEER (BRICK, STONE, ETC.).

**ROUGH FRAME:** (BEFORE INSULATING OR DRYWALL) WHEN THE ROOF, ALL FRAMING, FIRESTOPPING, DRAFTSTOPPING, AND BRACING ARE IN PLACE. EXTERIOR WINDOWS AND DOORS SHALL BE INSTALLED. **THE ELECTRICAL, PLUMBING AND MECHANICAL ROUGH INSPECTIONS HAVE ALL BEEN APPROVED.** 

FIRE RATED ASSEMBLY: BEFORE WALLS ARE TAPED AND FINISHED (COMMERCIAL ONLY)

**INSULATION INSPECTION:** BEFORE DRYWALL OR OTHER INTERIOR WALL COVERING IS IN PLACE.

FINAL: WHEN THE PERMITTED WORK IS COMPLETE AND PRIOR TO OCCUPANCY. THE ELECTRICAL, MECHANICALS & PLUMBING FINAL INSPECTIONS HAVE ALL BEEN APPROVED. SITE ADDRESS INSTALLED PER THE 911 CRDINANCES. (4" MINIMUM ON THE STRUCTURE, 3" MINIMUM ON A POST 3½ – 5' TALL, OR ON A MAILBOX "POST" LOCATED ON THE LEFT HAND SIDE OF THE DRIVEWAY AS YOU ENTER THE PROPERTY AND VISIBLE FROM BOTH SIDES.)

#### **ELECTRICAL**

TEMPORARY SERVICE: WHEN TEMPORARY SERVICE IS COMPLETE AND READY FOR HOOKUP. IT SHALL HAVE ONE (1) GROUND ROD AND A GROUNDFAULT OUTLET. A REQUEST NUMBER IS REQUIRED.

**PERMANENT SERVICE**: WHEN PERMANENT SERVICE IS COMPLETE AND READY FOR HOOKUP. IT SHALL HAVE TWO (2) GROUND RODS SPACED A MINIMUM OF 6 FEET APART AND A GROUNDFAULT OUTLET. A REQUEST NUMBER IS REQUIRED.

UNDERGROUND: WHILE TRENCH IS OPEN.

**ROUGH IN:** WHEN WIRE IS PULLED, BOXES MADE UP (NO FIXTURES INSTALLED) AND SERVICE IS READY TO BE RELEASED. ALL PENETRATIONS THROUGH PLATES, AT 10-FEET INTERVALS IN WALL CAVITIES, AND INTO RETURN AIR RUNS SHALL BE FIRE STOPPED.

FINAL: WHEN ALL FIXTURES ARE SET AND COVERS PLATES ARE ON.

MECHANICAL: \*ADMINISTERED THROUGH THE STATE OF MICHIGAN.\*www.michigan.gov/bcc

PLUMBING: \*ADMINISTERED THROUGH THE STATE OF MICHIGAN.\* www.michigan.gov/bcc

INSPECTORS MAY MAKE OR REQUIRE OTHER INSPECTIONS TO ASCERTAIN COMPLIANCE WITH THE CODES.

PLEASE REMEMBER EACH JOB IS DIFFERENT AND GOES AT DIFFERENT PACES. THERFORE, WE HAVE NO IDEA WHEN YOU WILL BE READY FOR AN INSPECTION. PLEASE CALL AND LET US KNOW. MAKE SURE YOU ARE READY FOR THE INSPECTION. IF AN INSPECTION IS REQUESTED AND IS NOT READY OR THE BUILDING IS LOCKED, <u>A RE-INSPECTION IS REQUIRED AND A FEE WILL BE CHARGED.</u>

### DO NOT TO COVER ANY WORK UNTIL ALL APPROVALS ARE GIVEN.

TO REQUEST INSPECTIONS, CALL OUR REQUEST LINE AT 989-743-2280 OR EMAIL COMDEV@SHIAWASSEE.NET.

WHEN CALLING FOR AN INSPECTION BE SURE TO HAVE THE FOLLOWING INFORMATION READY:

- A. ADDRESS OF PROJECT
- B. CONTACT NAME AND TELEPHONE NUMBER
- C TYPE OF PROJECT (NEW HOME, ADDITION, COMMERCIAL, ETC...)
- D. TYPE OF INSPECTION REQUESTED (UNDERGROUND, ROUGH, FINAL OR REINSPECTION, ETC.,
- E. IF HOME IS OPEN OR IF THERE IS A KEY OR LOCK BOX CODE FOR THE INSPECTOR

THANK YOU FOR YOUR COOPERATION AND "GOOD LUCK" WITH YOUR PROJECT

#### SHIAWASSEE COUNTY COMMUNITY DEVELOPMENT - BUILDING DIVISION 201 NORTH SHIAWASSEE ST, THIRD FLOOR, SURBECK BUILDING CORUNNA, MICHIGAN 48817

## FOR ANY <u>QUESTIONS</u> PLEASE CONTACT THE MAIN OFFICE AT: (989) 743-2396

Revised: June 15, 2021

## **INSPECTION REQUEST INFORMATION**

## **INSPECTION REQUEST LINE: 989-743-2280**

ELECTRICAL INSPECTIONS – PERFORMED MONDAY AND THURSDAY. BUILDING INSPECTIONS - PERFORMED MONDAY THROUGH THURSDAY. MECHANICAL & PLUMBING INSPECTIONS - ARE ADMINISTERED THROUGH THE STATE OF MICHIGAN. GO TO michigan.gov/bcc FOR ADDITIONAL INSPECTION INFORMATION.

FOR THE CONVENIENCE OF OUR CUSTOMERS, SHIAWASSEE COUNTY INSPECTION REQUESTS CAN BE EMAILED TO <u>comdev@shiawassee.net</u>.

PLEASE HAVE THE FOLLOWING INFORMATION READY:

ADDRESS OF PROJECT

<u>TYPE OF PERMIT</u> (Building, Electrical)

<u>TYPE OF INSPECTION</u> (Underground, Rough, Final, etc.)

CONTACT INFORMATION OF THE PERSON REQUESTING THE INSPECTION.

<u>HOW TO GAIN ACCESS TO PROJECT</u> (Key Location, Lock Box Number, Open, etc.)

## ADDITIONAL INSPECTIONS AND REINSPECTIONS ARE SUBJECT TO ADDITIONAL FEES.

# TO CONTACT AN INSPECTOR CALL THE MAIN OFFICE (989) 743-2396

## POLE BUILDING PLAN REVIEW REQUIREMENTS

Depth and diameter of post footing

Size of posts and spacing

Size and spacing of sidewall purlins Size

and number of truss carriers/headers

Type and location of truss ties/blccks

Roof framing materials (pre-engineered trusses or rafters)

Typeofroofsheathing

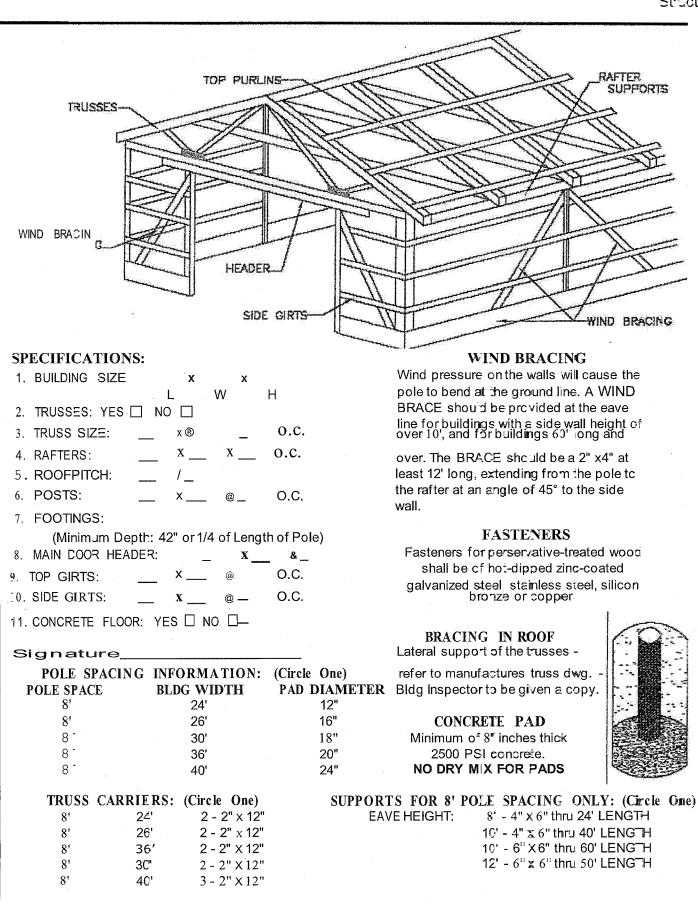
All door and window sizes, including locations

A description of the exterior coverings

Overhead plan view showing post locations

The above items are a general list to start the plan review, if you have any circumstances that may affect the final approval of your project, please address these on your plans.

#### SHIAWASSEE COUNTY COMMUNITY DEVELOPMENT



## FOOTING SIZES FOR POLE BUILDINGS

WIDTH	POLE SPACING FOR ONE STORY BUILDINGS								
OF BUILDING	4 FEET	6 FEET	8 FEET	10 FEET	12 FEET	14 FEET	16 FEET		
16 FEET	6"X12"	6"X12"	6"X14"	6"X14"	8"X16"	8"X18"	8"%18"		
20 FEET	6"X12"	6"X12"	6"X14"	8"X16"	8"X18"	10"X21"	10"X20"		
24 FEET	6"X12"	8"X16"	8"X16"	8"X18"	10"X20"	10"X22"	10"X22=		
28 FEET	6"X12"	8"X16"	8"X18"	10"X20"	10"X22"	10"X22"	12"X24"		
32 FEET	6"X12"	8"X16"	8"X18"	10"X20"	10"X22"	12"X24"	12"X26"		
36 FEET	6"X12"	8"X18"	10"X20"	10"X22"	12"X24"	12"X25"	12"X28		
40 FEET	6"X14"	8"X18"	10"X20"	12"X24"	12"X26"	12"X28"	12"X28"		
44 FEET	8"X16"	8"X18"	10"X22"	12"X24"	:2"X26"	12"X28"	14"X30"		
48 FEET	8"X16"	10"X20"	10"X22"	12"X26"	12"X28"	14*X30*	14"X32"		
52 FEET	8"X16"	10"X20"	12"X24"	12"X26"	12"X28"	14*X30*	14"X32"		
56 FEET	8"X18"	10"X22"	12"X24"	12"X28"	14"X30"	14"X32"	16"X34"		
60 FEET	8"X18"	10"X22"	12"X26"	12"X28"	14"X30"	16"X34"	16"X36"		
64 FEET	8"X18"	10"X22"	12"X26"	12"X28"	:4"X32"	16"X34"	16"X35"		

#### THIS IS FOR 3000# PER SQUARE FOOT SOIL CAPACITY

## FOOTING CONCRETE

FOOTING SIZE	APPROXIMATI REDI-MIX BAGS	E NUMBER OF OF CONCRETE*	FOOTING	APPROXIMATE NUMBER OF REDI-MIX BAGS OF CONCRETE*		
	80# BAGS	50# BAGS	SIZE	80# BAGS	50# BAGS	
6"X12"	¾ BAG	1 BAG	12"X26"	5% BAGS	9 BAGS	
6"X14"	1 BAG	11/4 BAGS	12"X28"	5½ BAGS	101% BAGS	
8"X16"	11/2 BAGS	21/4 BAGS	14"X30"	51/4 BAGS	14 BAGS	
8"X18"	2 BAGS	3 BAGS	14"X32"	O BAGS	15% BAGS	
10"X20"	2% BAGS	4½ BAGS	16"X34"	12% BAGS	201/2 BAGS	
10"X22"	3½ BAGS	51/2 BAGS	16"X36"	141% BAGS	23 BAGS	
12"X24"	4¾ BAGS	7% BAGS		NOT USED	(,	

## CARRIER SIZES FOR POLE BUILDINGS

#### THIS IS FOR SPRUCE-PINE-FIR #1 OR BETTER, DRESSED LUMBER

WIDTH		POLE SPACING FOR ONE STORY BUILDINGS							
OF BUILDING 4	4 FEET	6 FEET	8 FEET	10 FEET	12 FEET	14 FEET	16 FEET		
16 FEET	2-2"X4"	2-2"X6"	2-2"X8"	2-2"X10"	A* 2-2"X12"	C* 3-2"X12"	C* 3-2"X12"		
20 FEET	2-2"X6"	2-2"X8"	2-2"X8"	2-2"X10"	A* 2-2"X-2"	C* 3-2"X12"	4-2"X12"		
24 FEET	2-2"X6"	2-2"X8"	2-2"X10"	2-2"X10"	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"		
28 FEET	2-2"X8"	2-2"X10"	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"				
32 FEET	2-2"X8"	A* 2-2"X12"	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"				
36 FEET	2-2"X8"	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"	4-2"X12"				
40 FEET	2-2"X10"	B* 3-2"X10"	C* 3-2"X12"	4-2"X12"					
44 FEET	2-2"X10"	B* 3-2"X10"	4-2"X10"	4-2"X12"					
48 FEET	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"						
52 FEET	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"	11185	이 가지 관습 수요한 44 이 이 이 이 이 이 이 이 이	New E:			
58 FEET	A* 2-2"X12"	C* 3-2"X12"	4-2"X12"				Maria Casa		
60 FEET	B* 3-2"X10"	4-2"X10"							
64 FEET	8* 3-2"X10"	4-2"X10"							

ſ	<b>A</b> *	3-2"X10" MAY BE USED INSTEAD OF 2-2"x12"	SPECIAL NOTE	1
	B*	4-2"X8" MAY BE USED INSTEAD OF 3-2"x10"	BUILDINGS WITH POSTS 3PACED 8ft. ON CENTER AND A WALL	
	C*	4-2"X10" MAY BE USED INSTEAD OF 3-2"x12"	HEIGHT BETWEEN 11ft. AND 14ft. MUST USE 6in. x 6in. POSTS.	1

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EFFECTIVE DATE: 12 DEC 2009