

**EMMETT TOWNSHIP  
ST. CLAIR COUNTY  
11100 DUNNIGAN RD  
EMMETT, MI 48022**

**BUILDING INFORMATION SHEET**

PERMITS ARE REQUIRED FOR ALL BUILDINGS, ADDITIONS, PONDS, POOLS, TEMPORARY TRAILERS, DECKS, PORCHES, AND RAMPS, MOVING OF BUILDINGS AND DEMOLITION'S OF BUILDINGS.

AREA, WIDTH AND SETBACKS REQUIREMENTS: See reverse side, Article 11. Front setback line is measured from the road easement.

TO APPLY FOR A BUILDING PERMIT:  
PROOF OF:

- ⊛ Property Address - Application at the Township Hall
- ⊛ Septic Disposal Permit - (perk test)
- ⊛ Well Permit from St. Clair County Environment Health Dept. (810)-987-5306
- ⊛ Driveway Culvert Permit from St. Clair County Road Commission (810)-999-9424 Permit Dept.
- ⊛ If you are disturbing any land within 500 ft. of a river, drain, or natural watercourse you must obtain a Soil and Sedimentation Permit from the St. Clair County Road Commission
- ⊛ Contractors must supply proof of State License
- ⊛ You must provide two sets of blueprints, WHICH MUST BE APPROVED BY THE BUILDING INSPECTOR PRIOR TO ISSUANCE OF THE BUILDING PERMIT, and the Township will retain one set. Prints must show all details, including truss plans OR roof loading data sheet, roof pitch, footings and so forth. (minimum roof pitch is 4/12)
- ⊛ You must have a property description and a site plot plan showing where the proposed building will be located on your property in relation to the lot lines and where any other buildings, well, septic, ponds, ditches, natural watercourses, easements escarpments, and electrical lines are located on your property (show all dimensions on the plan including lot sizes)

There is a performance bond required along with a plan review fee in additional to the building permit fee, prior to issuance of the building permit. The bond will be returned after all final inspections are completed and a Certificate of Occupancy has been issued.

Excavations for footings must be inspected **BEFORE** being poured. Plumbing, electrical and mechanical (heating) inspections **MUST BE OBTAINED BEFORE** calling for rough or final inspection by the Building Inspector or a re-inspection charge will be imposed. Work must start within six months of issuance of permit.

**GENERAL INFORMATION:**

- ⊛ Michigan Building Code is being enforced
- ⊛ House numbers must be visible from the road
- ⊛ Verizon Telephone Company, Residential Services Phone No. Is 1-800-544-7492
- ⊛ Detroit Edison Co. 1-800-477-4747

**FOR INSPECTORS CALL**

- ⊛ BUILDING INSPECTOR.....Jim Waddy.....Cell - (810) 650-1714 Home - (810) 392-3585
- ⊛ ELECTRICAL INSPECTOR.....Paul DeWitte...Home-(810) 395-2463
- ⊛ MECHANICAL INSPECTOR.....Daniel Jex.....Cell - (810) 531-3030 Home - (810) 982-8419
- ⊛ PLUMBING INSPECTOR.....Daniel Jex.....Cell - (810) 531-3030 Home - (810) 982-8419

## Article 11 Schedule of Regulations

Zoning Classification	Min Lot Size	Min. Lot Width (in feet)	Minimum Yard Setbacks (in feet)			Max. Bldg. Height (in feet)	Max. Lot Coverage	Minimum Landscaping Requirements
			Front	Side	Rear			
Agricultural (AG)	5 acres <sup>m,1</sup>	320	100	25	50	30	35%	No
Residential (R)	5 acres	320	100	25	50	30	35%	No
Rural Estate (RE)	2.5 acres <sup>l</sup>	165	100	25	50	30	35%	No
Village Residential (VR)	2 acres <sup>a,1</sup>	165	100	25	50	30	35%	No
	10,890 sq.ft. <sup>b,1</sup>	66	40	15	50	30	35%	No
	5,445 sq.ft. <sup>c,1</sup>	33	40	0 or 15 <sup>e</sup>	50	30	35%	No
Mobile Home Park (MHP)	10 acres <sup>a,1</sup>	165	30	40	5	25	35%	No
Local Commercial (C)	--	60	25	0 or 10 <sup>l</sup>	15	25	--	Yes <sup>k</sup>
Light Industrial (I)	<i>l</i>	60	<i>g</i>	<i>h</i>	<i>i</i>	Unlimited <sup>j</sup>	--	Yes <sup>k</sup>
	<i>j</i>	640	100	20	60	40	35%	Yes <sup>k</sup>

<sup>m</sup> Lot without Public Utilities.

<sup>b</sup> Single-family with Public Sewer and Water.

<sup>c</sup> Multi-family with Public Sewer and Water.

<sup>d</sup> The Planning Commission has the option to reduce the minimum lot size from 10 to 5 acres when reviewing the site plan. Each mobile home 'lot' shall have at least 5,000 square feet (sq.ft.) per mobile home unit. The 5,000 sq.ft. requirement may be reduced for one and only one lot up to a maximum of 20%, provided that the 'reduced lot' is at least 4,000 sq.ft. and an equal amount of land (1 sq.ft. for each sq.ft. of lot reduction) shall be dedicated as additional open space per Section 8.04.01 (ex. A proposed 4,500 sq.ft. lot would require an additional 500 sq.ft. of open space).

<sup>e</sup> At least one side yard set back must equal 15 feet.

<sup>f</sup> Side Yard Setback in Local Commercial is 0 feet unless the side lot line abuts a street. When the side yard abuts a street, the minimum landscaped side yard setback is 10 feet.

<sup>g</sup> Front Yard Setback for a building which exceeds 25 feet shall be calculated as follows: 25' + 1 foot for each foot of building over 25 feet (ex. A 34' building would require a minimum front yard set back of 34' feet. 34' - 25' = 9' of additional front yard set back.)

<sup>h</sup> Side Yard Setback for a building which exceeds 25 feet shall be calculated as follows: 0' or when the side yard abuts a street, 10' + 1 foot for each foot of building over 25 feet (ex. A 34' building that abuts a street would require a minimum side yard set back of 19' feet. 34' - 25' = 9' of additional front yard set back.)

<sup>i</sup> Rear Yard Setback for a building which exceeds 25 feet shall be calculated as follows: 15' + 1 foot for each foot of building over 25 feet (ex. A 34' building would require a minimum rear yard set back of 24' feet. 34' - 25' = 9' of additional front yard set back.)

<sup>j</sup> The height of a building is unlimited provided that all yard set back requirements are met.

<sup>k</sup> In order to upgrade the visual aesthetics of the community and protect against the loss of community character, not more than fifty percent (50%) of any required yard abutting a street shall be used for vehicular parking or driveways. The remaining area shall be landscaped and maintained.

<sup>l</sup> Private road rights-of-way shall not be included as part of the minimum lot size in all zoning classifications.

## **\*NOTICE\***

**IF YOU DO NOT HAVE ALL THE FOLLOWING ITEMS, WE WILL NOT ACCEPT THE BUILDING PERMIT APPLICATION.**

- Completely Filled Out and Signed Application
- Property address (Copy of Application for New Address issued from the Township)
- Detailed Site Plan (With setbacks to everything on property and lot lines)
- Septic Permit (New construction)
- Well Permit (New construction)
- Culvert Permit (New construction)
- Proof of Ownership (Deed, Tax bill, etc.)
- Copy of Builders License (If not owner)
- Soil Erosion Permit (If within 500 ft. of drain)
- Two Sets of Construction Drawings
- Engineered Truss Plans (If applicable)

## Building Application Emmett Township

11100 Dunnigan, Emmett, MI 48022  
(810) 384-8070 • (810) 384-8071 • Fax: (810) 384-6138

Reinspection Fee \$40.00. For starting work on accessory buildings without a permit is \$100 fine and for houses its a \$400 fine.

AUTHORITY: P.A. 230 OF 1972. AS AMENDED COMPLETION: MANDATORY TO OBTAIN PERMIT PENALTY: APPLICATION MUST BE COMPLETED. SIGNED PROPER FEE ENCLOSED OR PERMIT WILL NOT BE ISSUED.	THE BUILDING DEPT. WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL ORI- GIN, COLOR, MARITAL STATUS, HANDICAP, OR POLITICAL BELIEFS.
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**APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V, VI, AND IX (In Red)**  
**NOTE: SEPARATE APPLICATIONS MUST BE MADE TO THE APPROPRIATE DIVISION**  
**FOR PLUMBING, MECHANICAL AND ELECTRICAL WORK PERMITS.**

<b>I. LOCATION OF BUILDING</b>			
ADDRESS:		ACREAGE:	
CITY, VILLAGE: EMMETT	TOWNSHIP: EMMETT	COUNTY: ST. CLAIR	ZIP CODE: 48022
BETWEEN:		AND:	TAX I.D. #: 74-19-
<b>II. IDENTIFICATION</b>			
<b>A. OWNER OR LESSEE</b>			
NAME:		TELEPHONE NO.:	
ADDRESS:	CITY:	STATE:	ZIP CODE:
<b>B. ARCHITECT OR ENGINEER</b>			
NAME:		TELEPHONE NO.:	
ADDRESS:	CITY:	STATE:	ZIP CODE:
LICENSE NUMBER:		EXPIRATION DATE:	
<b>C. CONTRACTOR</b>			
NAME:		TELEPHONE NO.:	
ADDRESS:	CITY:	STATE:	ZIP CODE:
BUILDERS LICENSE NUMBER:		EXPIRATION DATE:	
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION:			
WORKERS COMP. INSURANCE CARRIER OR REASON FOR EXEMPTION:			
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION:			
<b>III. TYPE OF IMPROVEMENT AND PLAN REVIEW</b>			
<b>A. TYPE OF IMPROVEMENT</b>			
1. <input type="checkbox"/> HOUSE    2. <input type="checkbox"/> ADDITION    3. <input type="checkbox"/> ALTERATION    4. <input type="checkbox"/> REPAIR    5. <input type="checkbox"/> WRECKING 6. <input type="checkbox"/> MOBILE HOME SET-UP    7. <input type="checkbox"/> FOUNDATION ONLY    8. <input type="checkbox"/> PREMANUFACTURE    9. <input type="checkbox"/> RELOCATION    10. <input type="checkbox"/> POLE BARN 11. <input type="checkbox"/> GARAGE    12. <input type="checkbox"/> ACCESSORY BLDG.    13. <input type="checkbox"/> DECKS    14. <input type="checkbox"/> POOL    15. <input type="checkbox"/> WHIRLPOOL/HOT TUB			
<b>B. REVIEW(S) TO BE PERFORMED USING MICHIGAN BUILDING CODE.</b>			
<input type="checkbox"/> BUILDING <input type="checkbox"/> PLUMBING <input type="checkbox"/> MECHANICAL <input type="checkbox"/> ELECTRIC <input type="checkbox"/> ENERGY			

**IV. PROPOSED USE OF BUILDING****A. RESIDENTIAL**

1.  BUILDING  
 2.  TWO OR MORE FAMILY (NO. OF UNITS \_\_\_\_\_)  
 3.  HOTEL, MOTEL (NO. OF UNITS \_\_\_\_\_)  
 4.  ATTACHED GARAGE  
 5.  DETACHED GARAGE  
 6.  OTHER

**B. NONRESIDENTIAL**

7.  AMUSEMENT  
 8.  CHURCH, RELIGION  
 9.  INDUSTRIAL  
 10.  PARKING GARAGE  
 11.  SERVICE STATION  
 12.  HOSPITAL, INSTITUTIONAL  
 13.  OFFICE, BANK, PROFESSIONAL  
 14.  PUBLIC UTILITY  
 15.  SCHOOL, LIBRARY, EDUCATIONAL  
 16.  STORE, MERCANTILE  
 17.  TANKS, TOWERS  
 18.  OTHER

NONRESIDENTIAL - DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED. ENTER PROPOSED USE.

**V. SELECTED CHARACTERISTICS OF BUILDING****A. FOUNDATION FRAME**

- BASEMENT FOOTING DIMENSIONS \_\_\_\_\_  
 CRAWL SPACE USE OF BASEMENT \_\_\_\_\_

**B. MATERIAL IN FOUNDATION WALLS**

- BLOCK TYPE WIDTH IN INCHES  WOLMANIZED  POURED CEMENT WIDTH IN INCHES  PRECAST

**C. PRINCIPAL TYPE OF FRAME ABOUT FINISH GRADE**

1.  MASONRY, WALL BEARING  
 2.  WOOD FRAME  
 3.  STRUCTURAL STEEL  
 4.  REINFORCED CONCRETE  
 5.  OTHER

**D. PRINCIPAL TYPE OF HEATING FUEL**

6.  GAS  
 7.  OIL  
 8.  ELECTRICITY  
 9.  COAL  
 10.  OTHER

WILL THERE BE A FIRE PLACE  YES  NO IF YES WHAT TYPE \_\_\_\_\_

**E. TYPE OF SEWAGE DISPOSAL**

11.  PUBLIC OR PRIVATE COMPANY  
 12.  SEPTIC SYSTEM

**F. TYPE OF WATER SUPPLY**

13.  PUBLIC OR PRIVATE COMPANY  
 14.  PRIVATE WELL OR CISTERN

**G. TYPE OF MECHANICAL**

15. WILL THERE BE AIR CONDITIONING?  YES  NO  
 16. WILL THERE BE AN ELEVATOR?  YES  NO

**H. DIMENSIONS**

- (Omit cents)  
 17. COST OF IMPROVEMENTS .....\$ \_\_\_\_\_  
*To be installed but not included in the above cost*  
 a. Electrical .....  
 b. Plumbing .....  
 c. Heating, air conditioning .....  
 d. Other (elevator, ect.) .....  
 TOTAL COST OF IMPROVEMENT ...\$ \_\_\_\_\_  
 18. NUMBER OF STORIES \_\_\_\_\_  
 19. FLOOR AREA: 1ST & 2ND FLOOR \_\_\_\_\_  
 3RD - 10TH FLOOR \_\_\_\_\_  
 11TH - ABOVE FLOOR \_\_\_\_\_  
 TOTAL AREA \_\_\_\_\_  
 20. GARAGE & SIZE \_\_\_\_\_

**I. NUMBER OF OFF STREET PARKING SPACES**

21. ENCLOSED \_\_\_\_\_  
 22. OUTDOORS \_\_\_\_\_

**VI. APPLICANT INFORMATION**

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION.

NAME:		TELEPHONE NO.:	
ADDRESS:	CITY:	STATE:	ZIP CODE:
FEDERAL I.D. NUMBER/SOCIAL SECURITY NUMBER:			

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 ARE TO PERFORM WORK ON A RESIDENTIAL BUILDING OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.

SIGNATURE OF APPLICANT:

**VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION**

**ENVIRONMENTAL CONTROL APPROVALS**

	REQUIRED?	APPROVED	DATE	NUMBER	BY
A - ZONING	<input type="checkbox"/> YES <input type="checkbox"/> NO				
B - FIRE DISTRICT	<input type="checkbox"/> YES <input type="checkbox"/> NO				
C - POLLUTION CONTROL	<input type="checkbox"/> YES <input type="checkbox"/> NO				
D - NOISE CONTROL	<input type="checkbox"/> YES <input type="checkbox"/> NO				
E - SOIL EROSION	<input type="checkbox"/> YES <input type="checkbox"/> NO				
F - FLOOD ZONE	<input type="checkbox"/> YES <input type="checkbox"/> NO				
G - WATER SUPPLY	<input type="checkbox"/> YES <input type="checkbox"/> NO				
H - SEPTIC SYSTEM	<input type="checkbox"/> YES <input type="checkbox"/> NO				
I - VARIANCE GRANTED	<input type="checkbox"/> YES <input type="checkbox"/> NO				
J - CULVERT	<input type="checkbox"/> YES <input type="checkbox"/> NO				
K - HOUSE NUMBERS	<input type="checkbox"/> YES <input type="checkbox"/> NO				
L - OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO				

**VIII. VALIDATION - FOR DEPARTMENT USE ONLY**

NOTES AND DATA:

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BUILDING PERMIT NUMBER:	APPROVAL SIGNATURE:
ISSUE DATE:	TITLE:
PERMIT FEE:	DATE:
PLAN REVIEW FEE:	BOND:

