

ST. CLAIR TOWNSHIP ZONING PERMIT APPLICATION

1539 S. BARTLETT ROAD, ST. CLAIR, MI 48079

PHONE: 810-329-9042 FAX: 810-329-1198 www.twp.stclair.mi.us

Planning/Building Administrator: Brian Bayly

Date: _____ Location of Job: _____

Type of work/use proposed: _____ Current Zoning: _____

Nearest Cross Streets, Between: _____ and _____

Proposed Construction: _____

Owner of Property: _____ Phone Number _____

Address: _____ C/S/Z _____

Contractor/Company Name: _____ Phone Number _____

Address: _____ C/S/Z _____

Licenses # _____ Expiration Date _____ Ins _____

Federal Emp # _____ MESC # _____ Workers Comp _____

Applicant's Name: _____ Phone Number _____

Please Print

Other Contacts _____ Phone Number _____

THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH THIS APPLICATION. Permits will not be processed until all information is received.	Office Verification of Each Item Received
Proof of Ownership with Legal Description	
Tax Identification Number	
Proposed Use. Describe the use in Detail, including areas used as indicated on the plot plan.	
Plot Plan, Drawing or Survey of all existing & proposed structures including parking, uses & the basic layout of the site landscape.	

Estimated Cost of project \$ _____

INFORMATION AND REQUIREMENTS

- * Each application will be submitted for review and approval by the Building Department Director only after receiving **all** necessary items and will generally be approved within 10 working days.
- * The permit must be issued prior to the start of any work.

I understand that certain Township officials or staff may need to view the above property make a decision. I therefore grant them permission onto the property during regular business hours for the sole purpose of gathering information regarding the above request.

Owner's Signature

Date

ST. CLAIR TOWNSHIP BUILDING INSPECTION SHEET
1539 S. BARTLETT ROAD, ST. CLAIR, MI 48079

All Inspections to be called into Township Office at (810) 329-9042

The following inspections are to be performed on all projects within St. Clair Township. If you have any questions please call the above number.

FOUNDATION INSPECTIONS to verify at least 42" min depth including;

Post hole inspections of the empty hole.

Formed footings for basement walls on undisturbed ground.

Backfill inspections of any drain tile with the pea stone in place and the necessary damp-proofing of the basement walls as well as interior gravel or sand under basement or garage slabs.

Trench footings of the empty trench prior to pouring.

The Building Permit only covers the permit for building. Any **ELECTRICAL**, **MECHANICAL** or **PLUMBING** work will each need a separate permit.

ROUGH FRAMING INSPECTION to be made **after** all rough electrical, heating and plumbing inspections have been approved.

INSULATION INSPECTION to verify compliance with the Michigan Energy Code.

FINAL INSPECTION after all work is completed prior to use or occupancy of the structure.