

BUILDING PERMIT APPLICATION Effective 01/01/2025 per BOC Resolution 24-124C
HURON COUNTY PLANNING, BUILDING & ZONING DEPARTMENT
 250 E. HURON AVENUE, COUNTY BUILDING, ROOM 102
 BAD AXE, MICHIGAN 48413
 (989) 269-9269 FAX (989) 269-3362
www.co.huron.mi.us/building_zoning.asp

Date reviewed: _____
Permit #: _____
Permit Fee: _____
Method of Payment: _____
Receipt #: _____

I. OWNER INFORMATION.

Name of Owner	:	_____	Property I.D.	_____
Job Location:	_____			
	Road/Street Name and No.	Jurisdiction (Township, Village or City)	Section No.	
Email:	_____			
Owner's Mailing Address:	_____			
	Street/Road Name and No.	Post Office	State	Zip Code Phone # Cell #

II. CONTRACTOR INFORMATION. Contractor E-mail: _____

____ Contractor	_____	_____	_____	_____
Homeowner Name	Phone:	Cell	FAX	
Mailing Address:	_____			
	#	Street/Road Name	Post Office (city, village, etc.)	State Zip code
Contractor Information:	_____			
	State License #	Expiration Date	Fed I.D. #	MESC #

III. PROJECT INFORMATION

A. TYPE OF IMPROVEMENT:

1. _____ New Construction (Plans Required), i.e., new home, commercial building, detached garage, shed, etc.
2. _____ Addition to existing building (Plans Required) i.e, addition(s) to existing buildings, including attached garage.
3. _____ Remodel or Repair (change of use, wall or roof restructuring, fire damage, interior wall changes, etc.)
4. _____ Re-roof _____ New Windows _____ New Siding
5. _____ Demolition. All material other than concrete must be removed from site. Utilities must be disconnected from structure(s). Applicant is responsible for providing evidence of disconnection from utility companies serving site.
6. _____ Other: Specify; (Fence, Sign, Commercial Wind Turbine (Number of Turbines) etc).

B. USE OF BUILDINGS: Required for all projects

1. _____ One Family detached dwelling.
2. _____ Two Family dwelling (duplex)
3. _____ Multiple Family Structure (3 or more) Specify No. of Units: _____

Does work include additional bedroom or bathroom space: _____ Yes _____ No Number of new bedrooms: _____

4. _____ Garage (residential) Attached.
5. _____ Garage (residential) Detached.
6. _____ Other , i.e., storage building (personal storage) _____
7. _____ Agricultural Building (Exclusively for Farm Use-Submit AG Exempt Form); Specify Use: _____
8. _____ Mercantile
9. _____ Factory/Industrial
10. _____ Institutional/Hospital
11. _____ Assembly Uses
12. _____ Business/Professional
13. _____ S-1 Auto Repair/Storage
14. _____ S-2 Storage Uses
15. _____ Other: Briefly Describe Commercial Use _____
 (Example: Wind Energy Electrical Generation, etc.)

- 1. Crawl Space 2. Basement 3. Permanent Wood Foundation (PWF) 4. Other
- 5. Pole frame; Attach construction plans for building.
- 6. Piers; Attach plans for location, depth, placement of tie-downs for Manufactured Home.
- 7. Slab on grade; Attach plans of building include foundation design.
- 8. Manufactured home; foundation per plans from manufacturer. **Attach foundation plans from manufacturer.**

D. TYPE OF FRAMING: 1. Wood; 2. Masonry; 3. Structural Steel; 4. Other: Specify: _____

E. MICHIGAN UNIFORM ENERGY CODE: Effective March 9, 2011. All building construction permitted after the effective date must comply with Part 10 (as amended) of the 2015 Michigan Uniform Energy Codes regarding insulation and other energy requirements.

F. USE GROUP AND CONSTRUCTION TYPE: _____

G. DIMENSIONS OF NEW CONSTRUCTION: Construction plans must be reviewed prior to issuance of building

permit. Number of Floors: _____ (include walkout basement as a floor)

		length	width	area	wall height
Principal Building:	Basement				
	First Floor				
	Second Floor				
	Third Floor				
	Fourth Floor				
Covered Porch:	First Floor				
	Second Floor				
Open Porch:	First Floor				
	Second Floor				
Wind Turbine:	Overall Dimensions				

Height of Principal Building to ridge: _____ Commercial Wind Turbine Hub Height (ft) : _____

		length	width	area	wall height
Garage or Shed:	First Floor				
	Second Floor				
2 nd Garage or shed:	First Floor				
	Second Floor				

Height of Accessory Building to ridge: _____

H. ESTIMATED TOTAL COST OF IMPROVEMENTS: _____

IV. OTHER INFORMATION & APPROVALS – Applicant must provide documents of other approvals.

<p>THE FOLLOWING MUST BE REVIEWED TO ISSUE BUILDING PERMIT</p>	<p>PROVIDE SIGNATURE OF REVIEW & ATTACH DOCUMENTS.</p>
<p>A. ZONING APPROVAL: Required for all new construction and change of use projects. Provide site plan & required information on page 4 of this application. County zoned townships: Bingham, Bloomfield, Brookfield, Dwight, Fairhaven, Gore, Grant, Hume, Lincoln, McKinley, Rubicon, Sebewaing, Sheridan, Sigel, and Winsor. All other townships, village & cities with separate zoning: Attached site plan and zoning approval.</p>	<p>Site Permit No. _____ (Attached zoning approval.) Reviewed by: _____</p>
<p>B. HEALTH DEPT. APPROVAL: Septic system & well approval required for new construction where municipal services are not available. Health Dept. must approve added bedroom space for existing homes with septic systems. Health Department shall review food service establishments prior to issuance of building permits.</p>	<p>Septic Permit No. _____ Well Permit No. _____</p>
<p>C. SOIL EROSION REVIEW: Review location of site. For sites where disturbed area will exceed one (1) acre and for all sites within 500 feet of the water (lake, stream, county drain), a soil erosion permit is required.</p>	<p>Soil Erosion Permit No. _____ Reviewed by: _____</p>
<p>D. FLOOD ZONE REVIEW: Review location of site relative to Flood Zone Maps. All sites located in "ZONE A" shall have site and foundation elevation information attached. Flood Maps are available in Building & Zoning Office issued by Federal Emergency Management Agency (FEMA) on December 2, 2008.</p>	<p>Check all sites located in Flood Zones. Where property is located on river or stream, refer applicant to EGLE Water Resources Division on staff. Contact Andrea Rittenburgh at 989-280-1632 or RitenburghA1@Michigan.gov</p>
<p>E. HIGH-RISK EROSION AREAS: Caseville Twp., Lake Twp., Port Austin Village, Port Austin Township. DEQ Permit is required for sites classified as "High-Risk Erosion Areas". See Map Files.</p>	<p>Refer applicant to EGLE Bay City District Office. Contact Randy Evilsizer at 989-280-1658 or EvilsizerR@Michigan.gov</p>
<p>F. ENVIRONMENTAL AREAS: Caseville Twp., Fairhaven Twp., McKinley Twp., Rubicon Twp., Sebewaing Village and Sebewaing Township. See Map Files.</p>	<p>No construction in Environmental Areas. Refer applicant to EGLE Bay City District Office. Contact Randy Evilsizer at 989-280-1658 or EvilsizerR@Michigan.gov</p>
<p>G. LAND DIVISION APPROVAL: For new parcels (without separate property I.D. number, land division approval is required prior to issuance of building permit.</p>	<p>Applicant is to contact their municipal assessor for land division approval. Refer applicants to Tax Mapping for property identification numbers.</p>

***Building Department must receive all required information above BEFORE accepting a building permit application. Incomplete applications will be returned.**

Homeowner Permit Policy: The Michigan Licensing Law gives a homeowner an exemption to act as his/her own general contractor. This means that in the case of construction a new home, addition, garage, remodeling/re-roofing, etc., a homeowner may obtain a building permit for the work, even though a contractor may be significantly involved. If you, the homeowner, choose to act as your own general contractor and secure the required construction permits, please be aware that you, the homeowner, assume the liability and responsibility that the licensed contractor would normally assume if he was securing the permit. The Huron County Building & Zoning Department (County of Huron) will not be responsible for any cause of action against an unlicensed contractor that you have hired to perform work under the permit you obtained. Contractors performing work under your permit, where said work exceeds \$600.00 in material/labor value, are required to be licensed in their trade by the State of Michigan. Homeowners should request evidence of such a license prior to contracting for improvements on their property. It is the homeowner's responsibility to have a complete understanding of the current construction code. Under a homeowner permit, the homeowner is responsible for correction of any code violation, even if the contractor did the work under the permit you obtained. The homeowner may be liable for any injury which occurs on the job, whether it is to a builder's or subcontractor's employee. In the event of an occurrence beyond the builder's control, which causes the builder to be unable to complete the work, the homeowner will be legally responsible for completion of the job under the permit the homeowner obtained.

V. APPLICANT SIGNATURE AND AFFIDAVIT OF UNDERSTANDING: I hereby certify that I am the owner of record of this property or 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 or with this application is accurate to the best of my knowledge. Section 23a of the State construction Code Act of 1972, P.A. 230, MCL 125.152.1523A, 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 subject to civil fines.

Applicant name (printed): _____

Applicant signature: _____ Date: _____

VI. Building Department Validation - Permit cannot be issued without site visit and required signatures.

Building Permit Fee: _____ Signature of Building Inspector reviewing application: _____

Zoning Fee: _____ Date: _____

Flood Zone Fee: _____ Site Visit by: _____ Date _____

Plan Review Fee: _____

TOTAL FEE: _____ Reviewed by Director: _____ Date _____

ZONING COMPLIANCE PERMIT & SITE PLAN FOR COUNTY ZONED TOWNSHIPS

Huron County Planning, Building & Zoning Department
250 E. Huron Ave., County Building, Room 102
Bad Axe, MI 48413
(989) 269-9269 FAX (989) 269-3362

Provide a drawing below, or attach as a separate page, a Site Plan of your proposed project. The drawing must show all existing buildings on your property as well as the location and dimensions of the proposed construction. Indicate the distance new construction will be from all property lines, including the distance from the actual right-of-way line. Where applicable, the location of the septic system and well must be shown. The County Zoning/Site Permit is \$100.00; other fees may apply.

Name of Owner/Agent: _____ Property I.D. _____ Parcel Size _____

Job Location: _____
Road/Street Name and No. Jurisdiction (Township, Village or City) Section No.

Located on the: N S E W (circle one) side of the road between _____ & _____ Rds.
Cross Road Cross Road

Owner's Mailing Address: _____
Street/Road Name and No. Post Office State Zip Code Phone # Cell #

Indicate North Direction
Disclaimer: Property Owner is responsible for determining property lines.



Zoning District & Description of project: _____

Setbacks: Front: _____ Side _____ Side _____ Rear _____

Zoning Official Signature: _____ Date: _____

Permit not valid without authorized signature

Please Answer The Following Questions for
NEW Residential Stick Built Homes & NEW Manufactured/Modular Homes Only

Note: Information is provided to U.S. Census Bureau

Number of bedrooms: _____

Number of baths: Full _____ Half _____

Fireplace: Yes _____ No _____

Laundry room: Yes _____ No _____ What Floor: _____

Type of heat: _____ (propane gas, natural gas, geothermal, boiler, etc.)

Air conditioning: Yes _____ No _____

Primary house covering: _____ (brick, vinyl, stone)

Secondary house covering: _____

If the house is 2 stories, is the foyer open to the 2nd floor: Yes _____ No _____

Plumbing Water System: Private Well _____ or Public (Municipal) Supply _____

Plumbing Sewer System: Private Septic _____ or Public (Municipal) Sewer _____