



# City of Marshall

## RESIDENTIAL BUILDING PERMIT APPLICATION

### Address:

323 W Michigan Ave, Marshall,  
Michigan 49068



AUTHORITY: P.A. 230 OF 1972, AS AMENDED COMPLETION: MANDATORY TO OBTAIN PERMIT PENALTY: PERMIT CANNOT BE ISSUED

### 1. JOB LOCATION

Name of Owner/Agent			
Rental Property? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Street Address & Job Location (Street No. and Name)			
Lot Less Than 1 Acre? Yes <input type="checkbox"/> No <input type="checkbox"/>			
<b>2. APPLICANT INFORMATION</b>			
Name of Owner or Company			
Address (Street No. and Name)	City	State	Zip Code
Phone number with Area Code	Email Address		
<b>ARCHITECT/ENGINEER/CONTRACTOR (if applicable)</b>			
Workers Compensation Insurance Carrier (or reason for exemption)	MI License #	Expiration Date	
MESC Employer # (or reason for exemption)	Federal Employer ID (or reason for exemption)		
<b>3. WORK DESCRIPTION</b>			
<b>PROJECT COST:</b> _____			

### 4. TYPE OF JOB

<input type="checkbox"/> New Building	<input type="checkbox"/> Garage	<input type="checkbox"/> Pre-Manufactured
<input type="checkbox"/> Addition	<input type="checkbox"/> Repair/Replace	<input type="checkbox"/> Roof
<input type="checkbox"/> Alteration	<input type="checkbox"/> Safety Inspection	<input type="checkbox"/> Temporary Building/Structure
<input type="checkbox"/> Deck	<input type="checkbox"/> New Pole Barn	<input type="checkbox"/> Mobile Home
<input type="checkbox"/> Foundation	<input type="checkbox"/> Pool	<input type="checkbox"/> Other - please specify

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.

**TO THE APPLICANT- You will be notified within 10 business days (unless otherwise communicated) as to the status of your application. If your project is denied, you will be notified as to the reasons why. If approved, you will be issued an invoice. Once paid you will be issued your permit and work may begin. Please make sure that you have completed, signed, and submitted all the necessary paperwork as to not delay your approval and start date.**

Applications lacking completion, contractor registration status issues, or lack of the submission or required plans, will be returned.

Lot size 1 acre or larger requires SESC permit from the county.

### 5. APPLICANT SIGNATURE

Print Name

Signature

Date

## **6. RESIDENTIAL BUILDING FEES**

### **FLAT FEES**

	<b>FEE</b>	<b>TOTAL</b>
<b>*Administrative Fees (non-refundable)</b>	<b>\$100.00</b>	<b>\$100.00</b>
Residential Roofing	\$120 per application	
Residential Siding	\$120 per application	
Residential Swimming Pool (Above Ground)	\$120 per application	

### **FEES (per construction costs)**

	<b>FEE</b>	<b>TOTAL</b>
\$1 to \$10,000	\$190	
\$10,001 to \$100,000	\$190 + \$3.00 per \$1,000 over \$10,000	
\$100,001 to \$500,000	\$460 + \$2.00 per \$1,000 over \$100,000	
Over \$500,001	\$1,260 + \$2.00 per \$1,000 over \$500,000	

### **PLAN REVIEW AND DEMO**

	<b>FEE</b>	<b>TOTAL</b>
Plan Review	25% of permit fees (max \$250)	
Residential Demolition	\$140 per application	
** Contractor's Registration	\$25.00	
<b>TOTAL PERMIT FEES (Section A &amp; B)</b>		

**\* Administration fee is added to all permits.**

**\*\*Registration expires when Contractor's STATE License expires. If you have not registered with the City since your last license renewed, please include registration fee and copy of license.**

**FAILURE TO COMPLETE THE FEE SECTION OF THE PERMIT APPLICATION COULD RESULT IN**

**DENIAL OF YOUR APPLICATION AND DELAY OF YOUR PROJECT**

**AS OF JULY 1, 2023 ANY WORK COMPLETED BEFORE PERMIT IS ISSUED WILL BE  
SUBJECT TO A FEE OF DOUBLE THE PERMIT FEE, UP TO \$5000**

Any work covered before permit was pulled will require contractor/owner to uncover at their expense.

Building Official/Inspector

Date

Zoning Administrator

Date

NOTES & COMMENTS:

**Contact our building department below with any questions**

<b>Brandie Cary</b>	Schedule Inspections – <a href="mailto:bcary@cityofmarshall.com">bcary@cityofmarshall.com</a>	269-781-3985 x 1501
<b>Bryan Powers</b>	Building Official – <a href="mailto:bpowers@cityofmarshall.com">bpowers@cityofmarshall.com</a>	517-937-8205
<b>Marcia Strange</b>	Zoning Administrator - <a href="mailto:mstrange@cityofmarshall.com">mstrange@cityofmarshall.com</a>	269-781-3985 x 1145

Zoning Plan (If Required)



NORTH

No individual or entity shall be subjected to discrimination or harassment by the City of Marshall on the grounds of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, genetic information, height, weight, disability, veteran status, familial status, marital status, or any other legally protected status under federal and state laws. If you need help with reading, writing, hearing, etc, under the Americans with Disabilities Act, you may make your needs known to this agency.