



# VASSAR TOWNSHIP

4505 Saginaw Rd.  
Vassar, MI 48768

Permit # \_\_\_\_\_

Zoning Administrator  
989-863-1590

PARCEL ID # \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_

OWNER'S ADDRESS: \_\_\_\_\_

TYPE OF USE OR CONSTRUCTION:	RESIDENTIAL [ ]	COMMERCIAL [ ]	INDUSTRIAL [ ]
SHED [ ]	NEW [ ]	ADDITION [ ]	LEAN-TO [ ]
FENCE [ ]	MODULAR [ ]	DBL. WIDE [ ]	SINGLE WIDE [ ]
CARPORT [ ]	GARAGE [ ]	POLE BLDG. [ ]	PORCH [ ]
ROOFOVER [ ]	OTHER [ ]	DESCRIBE OTHER:	

REPLACING EXISTING: ROOF [ ] WINDOWS [ ] SIDING [ ]

SETBACKS: FRONT \_\_\_\_\_ SIDE #1 \_\_\_\_\_ SIDE #2 \_\_\_\_\_ REAR \_\_\_\_\_

SQUARE FOOTAGE: \_\_\_\_\_

MOBILE HOME DEALER / BUILDER: (Attach copy of license)

BUSINESS NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ CITY: \_\_\_\_\_

Note: This section must be completed if work is being done by licensed business.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### FOR OFFICE USE ONLY:

PERMIT FEE RECEIVED: \$ \_\_\_\_\_ [ ] CASH [ ] CHECK # \_\_\_\_\_

SITE PLAN [ ]

DOES PROPOSED CONSTRUCTION MEET ZONING PLAN? YES [ ] NO [ ]

DOES PROPOSED CONSTRUCTION MEET ZONING ORDINANCES? YES [ ] NO [ ]

DATE OF SITE PLAN AND STATE VERIFICATION: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Commercial Only

### SPECIAL NOTES:

THIS PERMIT MUST BE PRESENTED TO THE TUSCOLA COUNTY BUILDING CODES ADMINISTRATOR TO OBTAIN A BUILDING, ELECTRICAL, PLUMBING, AND HEATING PERMIT REQUIRED BY STATE LAW IN ACCORDANCE WITH PUBLIC ACT 230, 1972.

ISSUANCE OF THIS PERMIT DOES NOT ALLEVIATE COMPLIANCE WITH OTHER APPLICABLE RULES AND REGULATIONS OF THE COUNTY, STATE AND FEDERAL GOVERNMENT. THESE INCLUDE BUT ARE NOT LIMITED TO ENVIRONMENTAL, SOIL CONSERVATION, EROSION CONTROL, FLOOD PLAINS CONTROL, WETLAND CONTROL AND FORESTRY CONTROL.

FINAL APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

CHECKLIST FOR OBTAINING A BUILDING PERMIT  
BEFORE THIS OFFICE CAN ISSUE A BUILDING PERMIT THE FOLLOWING ITEMS WILL HAVE TO BE  
FURNISHED

\_\_\_\_ENERGY CODE – FOR NEW HOMES - Structures must comply with 2015 Michigan Residential code, N1101.1 Scope, N1101.2 (R101.3) Intent, N1101.5 (R101.5.1) Compliance materials, N1102.4.1.2 (R402.4.1.2) Testing. A RES check must be completed at REScheck.web before a building permit is issued.

\_\_\_\_ZONING APPROVAL – This can be obtained from the zoning official of your township, city or village. This applies to all structures. Only work done inside of the existing building are exempt.

\_\_\_\_SITE PLAN - A site plan must show property lines, proposed project and location, existing buildings, ground elevations and the 100-year flood elevation (if applicable).

\_\_\_\_PLANS & SPECS – A digital and paper plan must be submitted with application for plan review process. One set will be returned to you along with your printed plan review. Prints must show the following: proposed footings, wall sections, roof construction and floor plan. All prints for commercial and industrial must be signed by the State of Michigan registered architect/engineer.

\_\_\_\_SEPTIC AND/OR WELL PERMIT. This can be obtained from the Tuscola County Health Department at 989-673-8114.

\_\_\_\_DRIVEWAY PERMIT – This can be obtained from the Tuscola County Road Commission at 989-673-2128.

\_\_\_\_SOIL EROSION PERMIT – (IF APPLICABLE) A permit is required for all earth change activities which disturb one or more acres of land, OR if the earth change is within 500 feet of a lake, stream, swamp, marsh, pond, county drain or any standing water. Applications can be obtained at this office. Permits are issued for all of Tuscola County.

\_\_\_\_DEPARTMENT OF ENVIRONMENTAL QUALITY- Issues floodplain permits. If the project is located within the 100-year regulatory floodplain of a river, creek, drain or body of water, EAGLE permit is required. Contact Katie Blodgett at 989-280-1632.

\_\_\_\_GEOMAERE-ANDERSON WETLANDPROTECTION ACT – If your project is in a wetland contact EAGLE. They will determine whether the parcel is under the jurisdiction. Contact Katie Blodgett at 989-280-1632.

\_\_\_\_MISS DIG – Must be contacted when any digging is being done. They will mark all underground lines on the proposed site. 1-800-482-7171.