



**VILLAGE OF CLINTON**  
**BUILDING PERMIT APPLICATION**  
**SHORT FORM**  
 119 E. Michigan Ave. P.O. Box E,  
 Clinton, MI 49286  
 Phone: 517.456.7494 Fax: 517.456.6350

Authority: P.A. 230 of 1972 as Amended  
 Completion: Installation shall not be started until an application is filed  
 Penalty: Written order to stop work

**I. JOB LOCATION**

Name of Owner	Has a Mechanical, Plumbing or Electrical Permit been obtained? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NR	
Address (Street Number and Name)	Homeowners Phone Number	Historic District? <input type="checkbox"/> yes <input type="checkbox"/> no

**II. CONTRACTOR/HOMEOWNER INFORMATION (Permit application MUST be signed)**

Is Applicant <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner (check appropriate box)		State License Number	Expiration Date
Address (Street Number and Name)		Local License Number	
City	State	Zip	Federal Employer ID (or reason for exemption)
			Expiration Date
Phone Number	Fax Number	MESC Employer ID (or reason for exemption)	
Cell Phone Number	Email	Workers Compensation Insurance Carrier (or reason for exemption)	

Fee Item	Fee Per Item	# Items	Total	Fee Item	Fee Per Item	#Items	Total
<b>Zoning Compliance</b>							
Shed - under 200 sq. ft.	\$40.00			Temporary C of O	\$30.00		
Fence	\$40.00			Certificate of Occupancy	\$60.00		
Home Occupation	\$50.00						

<b>Alteration and Remodeling Fees</b>							
Deck	\$100.00			<b>Signs (all types)</b>			
Handicap Ramp	\$50.00			Area (sq. ft.) - 0-25	\$30.00		
Pool -above ground	\$90.00			- 26-50	\$50.00		
Pool -in ground	Based on cost			- 51-75	\$70.00		
Private Pond (residential)	\$40.00			- 76-100	\$100.00		
ROW/DA/Sump Drain Tie-in	\$40.00			- 100+	\$150.00		
Demolition -up to \$1,000.00	\$50.00						
Demolition -over \$1,000.00	\$50+\$7 per \$1,000			Address Assignment	\$5.00		

Other Fees				HOMEOWNER AFFIDAVIT			
Contractor Registration	\$20.00			I hereby verify the building work described on this permit application shall be installed by <u>me in my own home</u> , in which I am living or about to occupy. All work shall be installed in accordance with the State Building Code and shall not be enclosed, covered up, put into operation, or occupied until it has been inspected and approved by the building inspector. I will cooperate with the building inspector and assume the responsibility to arrange for necessary inspections.			
Special/Safety Inspection	\$100.00						
Reinspection	\$60.00						

LICENSEE

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 circumventing the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of this section 23a are subject to civil fines. As the contractor, I will cooperate with the Building Inspector and assume the responsibility to arrange for necessary inspections.

**BUILDING PERMIT FEES FOR IMPROVEMENTS UP TO \$10,000 - RESIDENTIAL**  
**THIS APPLICATION IS NOT TO BE USED FOR NEW CONSTRUCTION**

Re-roofs, garages, carports, pole barns, remodels, repairs, alterations, and other small jobs up to \$10,000

**Work Description** (please give a brief description of work):  
 \_\_\_\_\_  
 \_\_\_\_\_

Construction Cost \$ \_\_\_\_\_

Make checks payable to "Village of Clinton"

Permit Fee \$ \_\_\_\_\_

Re-roof       Windows       Siding       Other

\$0	-	\$1,000	=	\$75.00		\$5,001.00	-	\$6,000.00	=	\$125.00
\$1,001.00	-	\$2,000.00	=	\$85.00		\$6,001.00	-	\$7,000.00	=	\$135.00
\$2,001.00	-	\$3,000.00	=	\$95.00		\$7,001.00	-	\$8,000.00	=	\$145.00
\$3,001.00	-	\$4,000.00	=	\$105.00		\$8,001.00	-	\$9,000.00	=	\$155.00
\$4,001.00	-	\$5,000.00	=	\$115.00		\$9,001.00	-	\$10,000.00	=	\$165.00

**PLAN REVIEW**

Plans are required for all building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal, except:

1. One and two-family dwellings containing not more than 3,500 square feet of building area
2. Alterations and repair work determined by the building official to be of a minor nature
3. Work completed by a governmental subdivision or state agency costing less than \$15,000.00

**PLANS MUST BE SUBMITTED IF YOU DO NOT COMPLY WITH ONE OF THE EXEMPTIONS LISTED ABOVE BEFORE A PERMIT CAN BE ISSUED**

**REFUNDS:** Requests for refunds must be made within one year of the date of issuance of a permit unless specifically approved otherwise by the Director of Building Services and shall be subject to deduction as follows:

**CANCELLATIONS:** A minimum of \$30.00 administrative fee shall be deducted to cover the cost of overhead. If any inspections have been made prior to cancellation of permit an amount equal to the inspection fee for such inspection shall be deducted. Review fees are non-refundable.

**WORK STARTED WITHOUT A PERMIT:** In the event work is started prior to obtaining approval of a permit application, a supplemental fee of \$50.00 will be added to the permit fee. If violations are cited or access is denied, a re-inspection fee shall be charged. All fees shall be paid prior to a Certificate of Occupancy being issued.

**EXPIRED PERMITS:** Permits that have expired after six (6) months will be re-issued at one-half (1/2) the original permit fee if the amount is less than \$100.00. If the permit fee is greater than \$100.00, a fee of \$50.00 or 10% of the original permit fee whichever is greater shall be paid prior to continuing any work. A cancelled permit cannot be reinstated.

**CONTRACTORS:** Must show proof of State of Michigan license and register the license with the Village of Clinton.

**ALL FEES:** pursuant to the above shall be paid in advance when an application is submitted to the Village of Clinton.

**IV. APPLICANT SIGNATURE** \_\_\_\_\_ **Date** \_\_\_\_\_

SIGNATURE of Licensee or Homeowner (homeowners signature indicates compliance with Homeowner Affidavit above)

**V. ZONING COMPLIANCE/BUILDING APPROVAL**

**Building Services Approval :** \_\_\_\_\_ **Date** \_\_\_\_\_