

**BUILDING PERMIT APPLICATION  
CITY OF SYLVAN LAKE  
1820 INVERNESS, SYLVAN LAKE, MI 48320  
(248) 682-1440 - OFFICE (248)682-7721 - FAX  
GERRY McCALLUM, BUILDING INSPECTOR, CELL (248-521-8941**

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

CITY OF SYLVAN LAKE WILL NOT DISCRIMINATE AGAINST ANY  
INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL  
ORIGIN, COLOR, MARITAL STATUS, HANDICAP OR POLITICAL BELIEFS.

**SUBMIT FOUR COPIES OF PLANS FOR REVIEW  
APPLICANT TO COMPLETE ALL ITEMS  
SEPARATE APPLICATIONS MUST BE COMPLETED FOR PLUMBING,  
MECHANICAL AND ELECTRICAL PERMITS.**

**I. IDENTIFICATION**

A. OWNER OR LESSEE NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_ CELL PHONE \_\_\_\_\_

B. CONTRACTOR NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

BUILDERS LICENSE NUMBER \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

FEDERAL EMPLOYER NUMBER OR EXEMPTION \_\_\_\_\_

WORKERS COMP INSURANCE OR EXEMPTION \_\_\_\_\_

MESC NUMBER OR EXEMPTION \_\_\_\_\_

C. ARCHITECT OR ENGINEER \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_ LICENSE # \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_ A.

**II. TYPE OF IMPROVEMENT AND PLAN REVIEW**

TYPE IMPROVEMENT \_\_\_\_\_ RESIDENTIAL \_\_\_\_\_ COMMERCIAL \_\_\_\_\_

\_\_\_ NEW BUILDING \_\_\_ ADDITION \_\_\_ ALTERATION \_\_\_ REPAIR \_\_\_ DEMOLITION \_\_\_ DECK \_\_\_ ZONING OTHER \_\_\_\_\_

B. VALUE OF IMPROVEMENT \_\_\_\_\_

C. DESCRIPTION OF WORK \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**III. SELECTED CHARACTERISTICS OF BUILDING**

- A. PRINCIPAL TYPE OF FRAME  MASONRY  WOOD  STEEL  CONCRETE  OTHER \_\_\_\_\_
- B. PRINCIPAL TYPE OF HEAT  GAS  OIL  ELECTRIC  PROPANE  OTHER \_\_\_\_\_
- C. TYPE OF MECHANICAL \_\_\_\_\_ AIR CONDITIONING \_\_\_\_\_ FIRE SUPPRESSION \_\_\_\_\_

**IV. APPLICANT INFORMATION**

**APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION.**

NAME \_\_\_\_\_ PHONE# \_\_\_\_\_ CELL# \_\_\_\_\_

COMPLETE ADDRESS \_\_\_\_\_

FEDERAL ID# OR DRIVERS LICENSE # \_\_\_\_\_

APPLICANT IS  OWNER OF PROPERTY  CONTRACTOR  LESSEE  OTHER \_\_\_\_\_

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 REQUIREMENT 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.

I

**HEREBY CERTIFY THAT THE 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 THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

**V. FEE'S**

**PERMIT NUMBER** \_\_\_\_\_

APPLICATION FEE - NON REFUNDABLE \_\_\_\_\_

LICENSE REGISTRATION FEE \_\_\_\_\_

BUILDING PLAN REVIEW - *DETERMINED BY THE INSPECTOR* \_\_\_\_\_

ZONING PLAN REVIEW - *DETERMINED BY THE CITY MANAGER* \_\_\_\_\_

PERMIT FEE - *BASED ON VALUE OF STRUCTURE* \_\_\_\_\_

PERFORMANCE BOND - *BASED ON VALUE OF STRUCTURE* \_\_\_\_\_

ADMINISTRATION FEE - *10% OF PERMIT FEE* \_\_\_\_\_

**TOTAL DUE FOR PERMIT ISSUANCE** \_\_\_\_\_

OFFICE USE ONLY

APPLICATION SUBMITTED/PAID

CITY MANAGER REVIEW

BUILDING INSPECTOR REVIEW

APPLICATION COMPLETED