



Application for Building Permit and Plan Review
A PLACE FOR TODAY. TOMORROW. THE FUTURE.

Authority: PA 230 of 1972, as amended
Completion mandatory to obtain permit
Penalty: permit will not be issued

The Village will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

1. Project information

Project name _____ Address: _____
 Village of Roscommon, Higgins Township, Roscommon County, 48653
 Between _____ and _____

2. Identification

a. Owner or Lessee

Name _____ Mailing Address _____
 City _____ State _____ Zip _____ Telephone _____

b. Architect or Engineer

Name _____ Mailing Address _____
 City _____ State _____ Zip _____ Telephone _____
 License Number _____ Expiration Date: _____

c. Contractor

Name _____ Mailing Address _____
 City _____ State _____ Zip _____ Telephone _____
 Builders License Number _____ Expiration Date: _____
 Federal ID Number or reason for exemption _____
 Workers Comp Insurance Carrier, Policy Number or reason for exemption _____
 MESC Employer Number or reason for exemption _____

3. Type of improvement and plan review

New building Alteration Demolition Foundation only Relocation
 Addition Repair Pre-manufacture Special Inspection

4. Review(s) to be performed

Building Electrical Mechanical Plumbing Foundation

5. Proposed use of building

a. Residential

Single Family Multi Family – Number of units: _____ - type of project: _____
 Detached garage Attached garage other – specify _____
 Village of Roscommon



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b. Non-Residential

- Store, mercantile Office, bank, professional Service Station Industrial
 Church, religious Hospital, Institutional School, library, educational
 Public Utility Governmental Restaurant Tavern
 Tower, Tank Shopping Center Other – specify _____

NON-RESIDENTIAL- Describe in detail proposed use of building, ex, Food processing plant, machine shop, laundry building at hospital, elementary school, parking garage for department store, rental office building, etc. If use of existing building is being changed, enter proposed use.

6. Selected characteristics of building

a. Principal type of frame

- Masonry Wood frame Structural Steel Concrete Other (specify _____)

b. Principal type of heating fuel

- Natural gas Heating oil Electricity Coal Wood Other (specify _____)

c. Type of sewage disposal

- Public sanitary sewer Private sanitary sewer Septic system

d. Type of water supply

- Public water system Private water system Well or cistern

e. Type of mechanical

- Air conditioning Fire suppression

f. Dimensions/data

Number of stories	Floor area	Existing	Alterations	New
Use Group	basement	_____	_____	_____
Construction Type	1 st Floor	_____	_____	_____
No, of occupants	2 nd Floor	_____	_____	_____
	Above	_____	_____	_____
	Total area	_____	_____	_____

g. Number of off street parking spaces

- Enclosed _____ Outdoors _____

h. Additional information

Estimated cost of project _____ Lot/Parcel Tax ID number 72-055-_____

Site plan must be attached, to include at a minimum – Lot dimensions, size, set-backs distance between proposed and existing structures, yard dimensions and any other information required by ordinance.



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Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information.

Name _____ Telephone number _____

Mailing address _____

Federal ID number/Social Security Number _____

I hereby certify 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 agent, and we agree to conform to all applicable laws of the State of Michigan and Village of Roscommon. All information submitted on this application is accurate to the best of my knowledge.

Section 32a 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 subject to civil fines.

Permits required for all electrical, mechanical and plumbing. Work started prior to issuance of permit will be subject to an administrative fee. No electrical, building, mechanical or plumbing work shall be concealed without approval. Work concealed before approval will be required to be exposed.

Signature of applicant

I certify that I have read and understand the above information.

Printed/typed name _____ Signature _____

Date: _____

Building Permit fee _____ Plan Review fee _____ Filing fee _____

Village of Roscommon to complete this section

Local reviews

Zoning Administrator review: Approved ___ Denied ___ Reason _____

Site Plan Review - Required ___ Not required ___

Validation: For Building Department use only

Use Group _____ Type of Construction _____ Square Feet _____ Foundation _____

Permit to be issued for _____

Building permit number _____

Approved by: _____ Title: _____ Date: _____