Charter Township of Genesee

 Building Department

 7244 N Genesee Road, PO Box 215

 Genesee, MI 48437

 (810) 640-2000 ext 232

APPLICATION FOR COMMERCIAL PLAN REVIEW AND PERMIT

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| Important – Applicant to complete all items in sections: I, II, III, IV, and V |
| I. LOCATION OF BUILDING | Address: Parcel ID#:  |
| II. TYPE AND COST OF BUILDING – All applicants complete Parts A-C |
| A. TYPE OF IMPROVEMENT New BuildingAddition AlterationRepair, Replacement RoofingMovingFoundation Only |  B. PROPOSED USE –Assembly A1 A2 A3 A4 Mercantile A5 Residential R1 R2 R3 R4 Business Storage S1 S2 Education Utility Factory / Industrial F1 F2 Mix  High Hazard H1 H2 H3 H4 H5  Institutional I1 I2 I3 I4   |
| C. Describe in detail proposed work to be done: (please include all drawings and specifications)     |
| III. SELECTED CHARACTERISTICS OF BUILDING – All applicants complete Parts D-J |
| D. TYPE OF CONSTRUCTIONIA IB IIA IIB IIIA IIIB IV VA VB  |  E.. TYPE OF SEWAGE DISPOSAL Public  Provider  Private (septic)  New Permit #  Existing  |  F. ZONING USE  C-1  C-2  I-1  I-2 R-3 Setbacks: Front Rear Side  |
|  G. FIRE SUPPRESSION. Required  Provided  TYPE OF SYSTEM NFPA 13  NFPA 13R  NFPA 13D |  H. TYPE OF WATER SUPPLY Public  Provider  Private (well)  New Permit #  Existing  |  I. PARKING Required  Provided  Accessible  Van Spot  Un/Loading Zone  |

 J. TOTAL ESTIMATED COST OF CONSTRUCTION $

IV. IDENTIFICATION – To be completed by all applicants

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| Owner or Lessee:  |
|  Address: |
|  Tel. No.: |
|  Email Address: |
|  Contractor:  License # |
|  Address |
|  Tel. No. |
|  Email Address |
| Architect/Engineer: License # |
|  Address |
| Tel. No. |
| Email address |

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| V. APPLICANT – |
| 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 application as his or her authorized agent, and we agree to conform to all applicable laws of the State of Michigan and the Charter Township of Genesee. All information on these documents is accurate to best of my knowledge.**"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."**Signature of Applicant |
| Owner Contractor Architect/Engineer | Date:  |
| Print Name of Applicant | Phone Number Email  |

**OFFICE USE ONLY**

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# Project Number: Permit Number: Issue Date:

Application Fee $ Plan Review Fee $ Permit Fee $ Total $

Zoning District: Use: Setbacks: Front Rear Side yard

Approved by: Date

Notes:

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**Registered Design Professional in Responsible Charge**

“MBC 2015 Section 107 When it is required that documents be prepared by a registered design professional, the building official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties of the original registered design professional in responsible charge. The building official shall be notified in writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties.

In the case of tenant spaces designed by other than the Registered Design Professional in responsible charge of the building shell, it is the duty of the building owner to submit tenant space drawings to the Registered Design Professional in charge for review prior to submission for a building permit from this department.

Where Special Inspections and Test are required per Chapter 17, all 3rd party inspection and testing firms and

 the person(s) doing them must be listed and all qualifications listed and provide copies to the Building Department

 prior to issuing a permit.

The RDPIRC shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building. Upon completion of project all 3rd party reports will be sealed by Engineer(s) and reviewed with sealed cover letter from RDPIRC. 1digital copy of all must be submitted before final C of O is issued.

**Deferred Submittals**

For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the building official within a specified period.

Deferral of any submittal items shall have the prior approval of the building official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building official.

Submittal documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the building professional with a sealed letter indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building. The deferred submittal items shall not be installed until their design and submittal documents have been approved by the building official.”

 Registered Design Professional in Responsible Charge Print Name

 License #:

 I have read and agreed to the above statement. Signature: Date: