

## Construction Permit Requirements in Presque Isle County

To: Property Owners and Contractors

**PLEASE BE ADVISED THAT THE PRESQUE ISLE COUNTY BUILDING & ZONING DEPARTMENT**, located in the Presque Isle County Courthouse, 151 E Huron, Rogers City, Michigan, administers construction-related codes in Presque Isle County (Building, Electrical, Mechanical, Plumbing, Soil Erosion, and Zoning Permit Codes/Ordinances\*). \*EXCEPTION: In Allis, Krakow, and Presque Isle Townships, and Villages of Millersburg and Posen, and the Cities of Onaway and Rogers City, the Township, Village or City issues Zoning Permits. All Plumbing and Mechanical Permits are issued by the State of Michigan for all Townships, Villages, and Cities.

### **PERMITS ARE REQUIRED BEFORE WORK BEGINS**

on all new construction, commercial and residential, including manufactured structures (brought to the site). Permits are also required for alterations and remodeling of existing buildings, and general remodeling, as well as for improvements to electrical, plumbing and mechanical in existing structures (i.e. new rough plumbing or plumbing alterations; electrical updates, new electrical services, and/or new electrical wiring; replacement furnaces, wood stoves, fireplaces and new ductwork, LP tanks, gas lines, addition of central air-conditioning, etc.). Construction plans are required for new construction and additions, including alterations of existing commercial structures. Improvements to existing commercial buildings which result in a "change in use groups" (office to retail, residential to commercial, retail to office, residential to office, etc.) require compliance with all applicable codes, including barrier-free provisions.

**ZONING APPROVAL** is required for new construction, residential and commercial, and before a building permit is issued. (i.e. new homes or commercial buildings, additions, garages or sheds, decks, etc.). Zoning permits for townships under the PIC Zoning Ordinance include: Bearinger, Belknap, Bismarck, Case, Metz, Moltke, North Allis, Ocqueoc, Posen, Pulawski and Rogers. Cities of Rogers City and Onaway, Village of Posen, and Townships of Allis, Krakow and Presque Isle are under local zoning jurisdiction. Village of Millersburg is currently not zoned. Please contact the PIC Building & Zoning Department ((989)-734-2915) for a listing of these other offices. Agricultural buildings require zoning permits.

**SEPTIC SYSTEM/WELL PERMITS** for new and/or replacement homes, bedroom additions, and mobile homes, in areas not serviced by municipal water and/or sewers, are secured through the District # 4 Health Department, 151 E Huron, Rogers City (located in the Presque Isle County Courthouse), (989) 734-4723. Septic System approvals are needed before a building

permit can be issued. Well Finals are required before a Certificate of Occupancy can be issued.

**SOIL EROSION** permits are required under provisions of the Michigan Natural Resources and Environmental Protection Act 451, PA 1994, Part 91, for earth change activities, (i.e. major grading work, new construction, major septic improvements, new roads, new seawalls, dredging, etc.) in all locations within 500 feet of a lake, river or stream. And/or whenever one or more acres of land are disturbed. Permits are obtained at the Building & Zoning Office, Presque Isle County Courthouse.

**INSPECTIONS:** Permit holders must call for a footing inspection before pouring concrete as well as for foundation, framing, rough (electrical, mechanical, plumbing) inspections, as required by code, before covering or back filling any work, and a FINAL INSPECTION is required before occupying or using a new or remodeled building. Permits are generally good for one year, but may be renewed prior to the expiration deadline. Where no work has occurred and/or no inspections requested for a period of six months or longer, a permit shall be expired and/or deemed void. Failure to secure a required permit is a violation of State Construction Code regulations: appropriate legal action will be taken against anyone attempting to circumvent state or county construction code rules.

**LICENSE REQUIREMENTS:** Residential contractors performing work that exceeds \$600 in material/labor value are required to be licensed in their trade by the State of Michigan. Homeowners should request evidence of such a license prior to contracting for improvements on their property. For commercial construction, including multiple family dwellings, plans prepared by a licensed architect or engineer are required.

**QUESTIONS** concerning the State of Michigan Construction Codes/Presque Isle County Zoning Ordinance and/or requirements for securing permits and scheduling inspections under these codes should be directed to the Presque Isle County Building & Zoning Office at (989) 734-2915 during regular office hours (8:00 am – 4:30 pm) Monday through Friday.

Presque Isle County Building Department issues Building Permits for the entire county. We are located in the Presque Isle County Courthouse in Rogers City, hours of operation are Mon – Fri, 8:00 am – 4:30 pm.

**ZONING PERMITS** are required before a Building Permit can be issued. The following is a list of Zoning Administrators:

Allis Township: Clarkson Most (989) 733-2947

Onaway: Contact City Hall, (989) 733-8313

Village of Millersburg: Contact Village Hall, (989) 733-6337

Rogers City: Contact City Hall, (989) 734-2191

Village of Posen: Village of Posen Zoning Administrator (989) 766-8237

Krakow Township: Dennis Fauver Zoning Administrator (989) 595-2637

Presque Isle Township: Linda Taylor, PI Twp Hall, (989) 595-2752

email: ltaylor@presqueisletownship.org

Tuesday 4 pm – 6pm, (May - September)

Thursday 1:30 pm – 3:30 pm (all year)

Bearinger, North Allis, Ocqueoc, Case, Rogers, Moltke, Bismarck, Belknap

Metz, Pulawski, Posen Townships: James Zakshesky, Presque Isle County

Building Dept, Mon – Fri, 8:00 am – 4:30 pm

(989) 734-2915

(800) 337-4006

(989) 734-8195 Fax

**ADDRESS:** For new dwellings, hunting camps, cabins, any structure on vacant parcels of land, a house number is required. Contact the Presque Isle County Equalization office, located in the courthouse, Mon – Fri, 8:30 am – 4:30 pm, (989) 734-3810.

**OWNERSHIP:** If the property is not recorded in your name, we will need some type of document to show ownership (deed, unrecorded deed, purchase agreement). Permits will be issued to the owner of record, according to county records.

**BUILDING SKETCH:** Some sort of blueprints, drawings must be submitted for plan review before a Building Permit can be issued. We do not require you to purchase blueprints; our office has handouts that will suffice for blueprints. For all commercial construction contact this office to see if sealed prints are required. Certain restrictions may apply for residential construction and may require sealed prints.

**DRIVEWAY PERMITS** are required when installing a new driveway or upgrading an existing driveway. Contact the Presque Isle County Road Commission (989) 734-2216.

INSPECTORS

Building Inspector: James Zakshesky, 8 am- 4:30pm, Mon – Fri (989) 734-2915

Electrical Inspector: Ken Pawelek, 8 am – 5 pm, Mon – Fri (989) 766-2539

Plumbing Inspector: Kole Myers Mon- Fri 8 am – 9 am (231) 238-0588

Mechanical Inspector: Paul Hunter, 8 am – 9 am, Mon – Fri (517) 242-9381

All inspectors have answering machines that you may leave a message

I have read the above information and have received a copy.

NAME: \_\_\_\_\_ DATE \_\_\_\_\_