

When submitting a building permit application, the following are required:

1. Application.
2. Signed inspection schedule.
3. Construction drawing of the project detailed enough so I could build it from the plans.
4. Zoning permit (if applies).
 - A. Zoning permits are required for any New, Addition, or Increase in building footprint.
5. Soil erosion permit (if applies).
 - A. Soil erosion permits are needed if: Over 1 acre of disturbance in soil or if work is being done within 500' of a lake, river, or stream.
6. Payment based off of fee schedule in this packet. We accept cash & checks.
7. Checks are made out to Presque Isle County.

8. Contained in this packet:

- A. Buildings permit application.
- B. Inspection schedule.
- C. Zoning permit application.
- D. Pole barn worksheet.
- E. Residence worksheet.
- F. Fee schedule.

Use whichever forms apply to your project.

Any questions on filling out this packet can be directed to the building department.

Ken Robb.
989 255 0868
989 590 7863

APPLICATION FOR BUILDING PERMIT
Presque Isle County Department of Building and Zoning
106 E. Huron Avenue, Suite B, Rogers City, MI 49779 989.734.2915 presqueislecounty.org

****Without this information, your application may be denied.**

Owner's Name:	Phone #:	Email:
Mailing Address:		
Directions to building site:		
Township:	Property Code No:	
District #4 Health Department Tank Permit No:		
Contractor's Name:	Phone #:	
Address:		
License Number:	Expiration Date:	
Federal Employer ID Number or reason for exemption:		
Workers Comp Insurance Carrier and Liability Insurance carrier or reason for exemption:		
MESC Employer Number or reason for exemption:		

Type of Improvement:

New Building ☐ Mobile Home ☐
Addition ☐ Foundation Only ☐
Alteration ☐ Roof ☐
Modular ☐ Demolition ☐

Proposed Use:

One Family Home ☐ Deck ☐
Garage ☐ Fire Repair ☐
Car Port ☐ Other: Specify ☐
Pole Barn ☐ _____

Estimated Cost: _____

*****Building Permit Fees Are Based on Square Footage. All Dimensions are based on Exterior Dimensions.**

		Dimensions	Area Sq. Ft.		Dimensions	Area Sq. Ft.
Garage Att	Y <input type="checkbox"/> N <input type="checkbox"/>	_____	_____	First Floor	_____	_____
Pole Barn Att	Y <input type="checkbox"/> N <input type="checkbox"/>	_____	_____	Second Floor	_____	_____
Mobile Home		_____	_____	Crawlspace/ Basement	_____	_____
Deck/Porch		_____	_____			

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law as and ordinances governing this type of work will be complied with whether specified herein or not the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. This permit may be revoked of wrongfully issued due to misinformation or improper application of the code.

Section 23A of the State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the license requirements to this state relating to persons who are to perform work on a residential structure. Violators of Section 23A are subject to civil fines.

Signature of Contractor or Authorized Agent: _____ Date: _____

I, the undersigned homeowner, certify that the work described on this permit shall be done by myself in my own home in which I am living or about to occupy. All work shall be done in accordance with the Presque Isle County Building Codes and Ordinances.

Signature of Owner: (if owner builder): _____ Date: _____

NOTICE: Separate permits are required for Electrical, Plumbing, Mechanical, Zoning and Soil Erosion.

Signature of Permit Clerk/Official: _____ Date: _____

BY APPLYING FOR THIS PERMIT, YOU ARE ALLOWING INSPECTORS ACCES TO YOUR PROPERTY FOR INSPECTION PURPOSES

PRESQUE ISLE COUNTY INSPECTION SCHEDULE
106 E. HURON AVE . SUITE B. ROGERS CITY, MI 49779 989 734 2915

PRESQUE ISLE CO. USES THE 2015 MRC & MBC

R 408.30509; R109 INSPECTIONS

1. **R109.1 TYPES OF INSPECTIONS.** For on-site construction, from time to time the building official, upon notification from the permit holder or his agent, shall make or cause to be made any necessary inspections & shall either approve that portion of the construction as completed or shall notify the permit holder or his or her agent wherein the same fails to comply with this code.

THE FOLLOWING INSPECTIONS ARE REQUIRED FOR A NEW BUILD:

1. **FOOTING**
2. **R109.1.1 FOUNDATION. IF USING ICFS, THEN THEY MUST BE INSPECTED BEFORE POURING.**
3. **R109.1.2 PLUMBING, MECHANICAL, & ELECTRICAL INSPECTIONS.**
4. **R109.1.4 FRAME & MASONRY / ROUGH IN INSPECTION.**
5. **R109.1.5 INSULATION INSPECTION.**
6. **R109.1.5 FINAL INSPECTIONS.**

DECKS & POLE BARNs

1. **FOOTING**
2. **R109.1.4 FRAME INSPECTION.**
3. **R109.1.5 FINAL INSPECTION.**

All other projects requiring a building permit will get the inspections required that are pertinent to the job that is being done.

R 408.30510; R110 CERTIFICATE OF USE & OCCUPANCY

1. **R110.1 USE & OCCUPANCY.** A building or structure shall not be used or occupied, and a change in the existing occupancy classification of a building or structure or portion thereof shall not be made, until a certificate of occupancy has been issued in accordance with this act.

R109.3 INSPECTION REQUESTS: It shall be the duty of the permit holder or their agent to notify the building official that such work is ready for inspection.

ALL BUILDING INSPECTIONS REQUIRE A 48 HR NOTICE, PRIOR TO INSPECTION. NOTE: THERE WILL BE A \$75 CHARGE FOR RE-INSPECTIONS AFTER CORRECTIONS.

BUILDING INSPECTOR:	KEN ROBB	M-F 8 AM – 4:30 PM.	989 734 2915
ELECTRICAL INSPECTOR:	JOHN MORAN	M-F 8 AM – 5 PM.	989 306 0525
PLUMBING & MECHANICAL INSPECTOR:	TOM MCLEOD	M-F 8 AM – 9 AM.	989 370 0333

NAME:_____ **DATE:**_____

Signature:_____

APPLICATION FOR ZONING PERMIT

Department of Building Inspection and Zoning Commission

COUNTY OF PRESQUE ISLE

County Annex Building—Rogers City, MI 49779

Application is hereby made to: ☐ Use: ☐ Erect: ☐ Repair, remodel or extend a structure

☐ or grade ditch or land, located at :

TOWNSHIP _____ SECTION _____

LEGAL DESCRIPTION OF PROPERTY _____

☐ Residence ☐ Commercial Business ☐ Other Uses _____

*NOTE: Provisions of Presque Isle County Sanitary Code shall be met before building permit is issued.

Site Plan Check List

- ◆ Show side yard, front and rear set backs of property lines
- ◆ Show and dimension property lines
- ◆ Show location and size of building (s), drives
- ◆ Show location of septic system and well
- ◆ Show all rivers, lakes or streams within 500 feet
- ◆ Show topography if slope exceeds 1' 10"
- ◆ Show road R.O.W. access or utility easements

Owners Name _____

Address _____

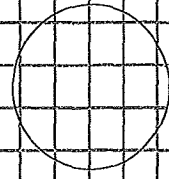
Signature of Owner or Authorized Agent + _____

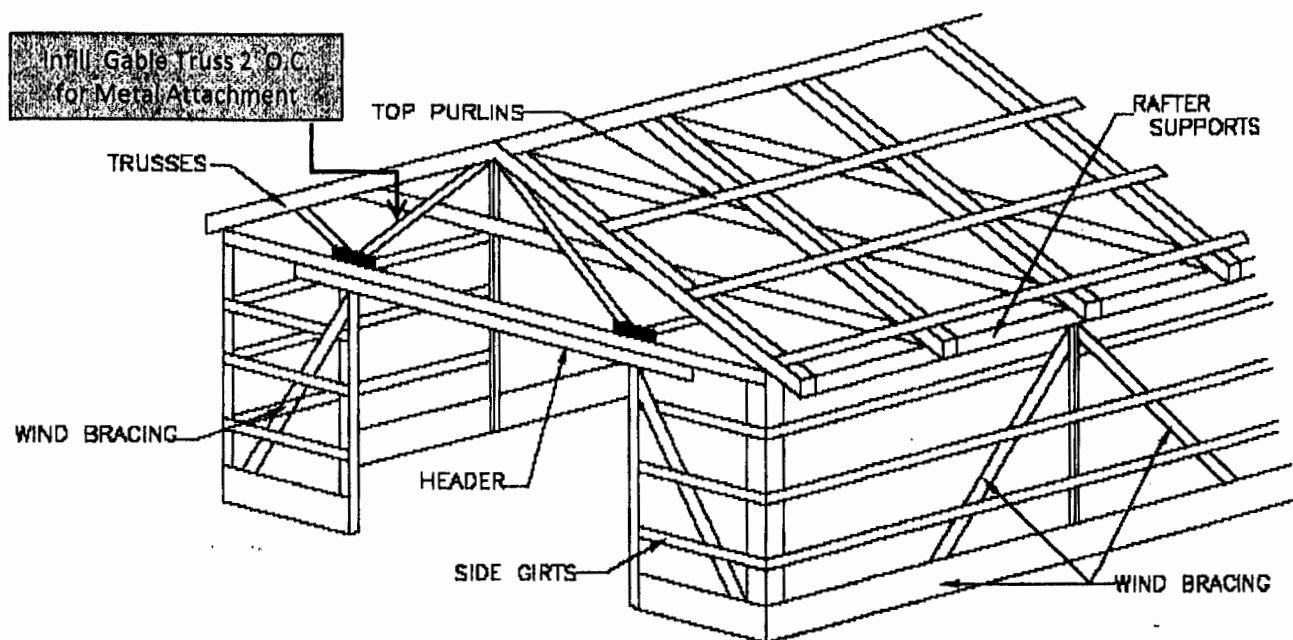
Approved By _____ Date _____ Permit No. _____

SITE PLAN DRAWING MUST BE COMPLETED ON BACK

Place North Arrow

In Circle





SPECIFICATIONS:

1. BUILDING SIZE: _____ x _____ x _____
W L H
2. TRUSSES: YES ☐ NO ☐
3. TRUSS SIZE: _____ x _____ @ _____ O.C.
4. RAFTERS: _____ x _____ x _____ O.C.
5. ROOF PITCH: _____ / _____
6. POSTS: _____ x _____ @ _____ O.C.
7. FOOTINGS: _____
(Minimum Depth: 48" or 1/4 of Length of Pole)
8. MAIN DOOR HEADER: _____ x _____ & _____
9. TOP GIRTS: _____ x _____ @ _____ O.C.
10. SIDE GIRTS: _____ x _____ @ _____ O.C.
11. CONCRETE FLOOR: YES ☐ NO ☐

WIND BRACING

Wind pressure on the walls will cause the pole to bend at the ground line. A WIND BRACE should be provided at the eave line for buildings with a side wall height of over 10', and for buildings 60' long and over. The BRACE should be a 2" x 4" at least 12' long, extending from the pole to the rafter at an angle of 45° to the side wall.

FASTENERS

Fasteners for preservative-treated wood shall be of hot-dipped zinc-coated galvanized steel, stainless steel, silicon bronze or copper.

BRACING IN ROOF

To provide for lateral support of the trusses - see manufactured truss certification.

CONCRETE PAD

Minimum of 8" inches thick
2500 PSI concrete.
NO DRY MIX FOR PADS



POLE SPACING INFORMATION: (Circle One)

POLE SPACE	BLDG WIDTH	PAD DIAMETER
8'	24'	12"
8'	26'	16"
8'	30'	18"
8'	36'	20"
8'	40'	24"

RAFTER SUPPORTS: (Circle One)

8'	24'	2 - 2" x 10"
8'	26'	2 - 2" x 12"
8'	30'	2 - 2" x 12"
8'	36'	3 - 2" x 12"
8'	40'	3 - 2" x 12"

NAIL CONNECTIONS:

2" x 10" - (5) 20D Nails Per Connection
2" x 12" - (6) 20D Nails Per Connection

SUPPORTS FOR 8' POLE SPACING ONLY: (Circle One)

EAVE HEIGHT: 8' - 4" x 4" thru 24' LENGTH
10' - 4" x 6" thru 40' LENGTH
10' - 6" x 6" thru 60' LENGTH
12' - 6" x 6" thru 50' LENGTH

Roof:

Pitch - _____
Shingles - _____
Felt - _____
Ice Barrier - _____
Roof Sheathing - _____
Truss - Yes _____ No _____
If No Answer The Following
Rafter Size - _____
Rafter Spacing - _____
Rafter Clear Span - _____
Rafter Species - _____
Ridge - _____
Ceiling Joist Size - _____
Ceiling Joist Spacing - _____
Ceiling Joist Species - _____
Insulation - _____
Roof Ventilation - _____

Walls:

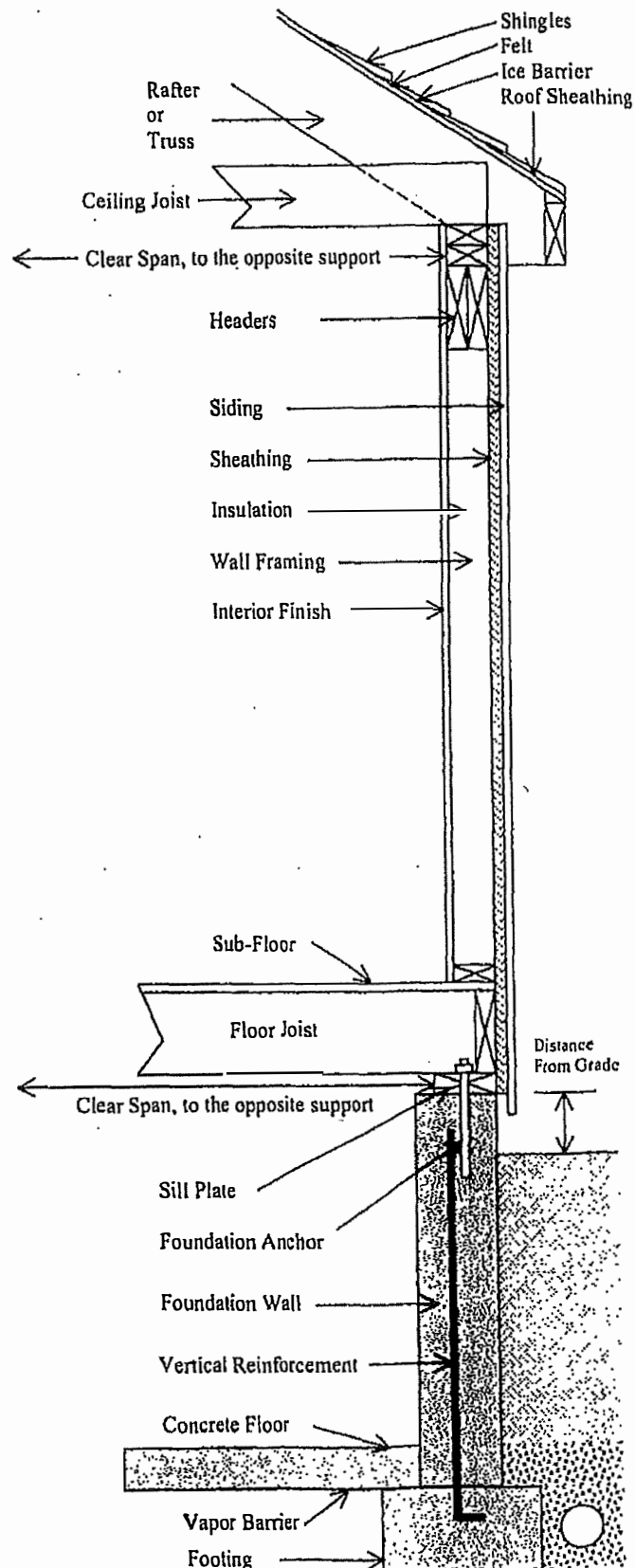
Siding - _____
Sheathing - _____
Insulation - _____
Walls Framing - _____
Headers - _____
Interior Finish - _____
Ceiling Height - _____

Floor:

Sub-Floor - _____
Floor Joist Size - _____
Floor Joist Spacing - _____
Floor Joist Clear Span - _____
Floor Joist Species - _____
Beam Type & Size - _____
Distance From Grade - _____

Foundation:

Anchor Type - _____
Anchor Spacing - _____
Sill Plate - _____
Poured Wall Size - _____
Block Wall Size - _____
Vertical Reinforcement - # _____ - _____ O.C.
Concrete Floor Thickness - _____
Vapor Barrier - _____
Column Pad Size - _____ x _____ x _____
Column Spacing - _____
Footing Width - _____
Footing Height - _____
Footing Depth Below Grade - _____



Signature _____

ALL BASEMENTS MUST HAVE AN EGRESS WINDOW, A SUMP CROCK, AND BE DAMPPROOFED OR WATERPROOFED.

PRESQUE ISLE COUNTY DEPARTMENT OF BUILDING & ZONING FEE SCHEDULE

Effective Date: July 1, 2023	
Residential Building Permit Fees	
Base Fee (All Building Permits)	\$50.00
Zoning (Residential)	\$25.00
Zoning (Agricultural)	\$25.00
Soil Erosion	\$100.00
Masonry Chimney	\$50.00
Demolition	
	Up to 2,000 sq. ft. \$100.00
	2,000 to 5,000 sq. ft. \$150.00
	Over 5,000 sq. ft. \$200.00
Residential Towers	\$20.00
Headers	\$20.00
Crawlspace/Foundation	.10 sq. ft.
Walk out basement	.18 sq. ft.
Basement	.15 sq. ft.
Alterations/Fire Repairs	.12 sq. ft.
New Roof (All Structures) Carport, Gazebo, Covered Porch	.18 sq. ft.
Decks/Porches	.12 sq. ft.
Manufactured Homes (HUD Approved)	.14 sq. ft.
Pre-Manufactured Homes (State Approved Modular)	.18 sq. ft.
Unattached Garage, Unattached Pole Building	.18 sq. ft.
All Residential Construction (including Attached Garages)	
	0-1999 sq. ft. .24 sq. ft.
	2000-3499 sq. ft. .30 sq. ft.
	3500 & above sq. ft. .38 sq. ft.
Residential & Commercial	
Re-Inspection After Corrections	\$50.00
Special Or Investigative Corrections	\$50.00
Project Started Without Permit	\$150.00
Re-Open Inactive Permit	\$30.00 per inactive year to reopen
Permit Maintenance Fee Beyond First Year	\$30.00 per year
Temporary certificate of Occupancy	\$50.00

PRESQUE ISLE COUNTY DEPARTMENT OF BUILDING & ZONING PLAN REVIEW

Residential	No Charge
Commercial	30% up to \$2,500.00 of the permit fee
Commercial Building Permit Fees	
Base Fee (All Building Permits)	\$75.00
Zoning	\$35.00
Crawl Space/Foundation	.10 sq. ft.
Basement	.15 sq. ft.
Alterations/Fire Repairs: Affected Area	.20 sq. ft.
S-1/S-2/Utility Use Group/Factory	.20 sq. ft.
New Roof (All Structures) Carport, Gazebo, Covered Porch	.20 sq. ft.
Cell, Wind & Utility Towers	\$4.00 per vertical ft.
Business/Mercantile	.40 sq. ft.
Assembly/Educational/High Hazard/Institutional/Residential	.50 sq. ft.
Demo Commercial	
Up to 2,000 sq. ft.	\$100.00
2,000 to 5,000 sq. ft	\$150.00
Over 5,000 sq. ft.	\$200.00
Tower Alterations	\$75.00
Zoning Issues	
Variance & Appeals (regular meeting)	\$120.00
Variance & Appeals (special meeting)	\$500.00
Amendment, Rezoning Actual Cost or Minimum of	\$300.00
Special Use Permit	\$120.00
Planning Commission Special Meeting	\$750.00
Site Plan Review Actual Cost	\$120.00
Current Zoning Book	\$35.00
Master Plan	\$45.00