

KENOCKEE TOWNSHIP

BUILDING PERMIT APPLICATION INSTRUCTIONS

ALL BOXES TO BE CHECKED OR THE APPLICATION WILL NOT BE PROCESSED

RETURN WHEN COMPLETED TO [jim.g531@gmail.com](mailto:jim.g531@gmail.com) , OR DROP OFF AT THE OFFICE

QUESTIONS TO BUILDING OFFICIAL JIM GOLEMBIEWSKI AT (810) 531-1286

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- ( ) Proof of ownership of the property including tax id #, overall acres and a detailed plot plan giving front, side and rear setbacks and lot dimensions.
- ( ) Name of person applying for permit, if the owner name and address, contractors need a current copy of their State License and Insurance information.
- ( ) Fill out all areas that apply.
- ( ) Fill out wall detail sheets, home or pole barn.
- ( ) A plan of the project, can be hand drawn if under 3500 sq. ft., showing footing or post depth, outside dimensions, roof pitch, window and door sizes, and wall sizes.
- ( ) If using truss's, a copy of the truss specifications needed before installation.
- ( ) Permit fees and Bond must be paid by separate checks before any work starts.

## KENOCKEE TOWNSHIP IMORTANT CHANGES

- 1) Pole barns are no longer allowed to be built before main structure.
- 2) Pole barns cannot be built in the front yard setback area.
- 3) The new side setback is now 50 ft, no longer 25 ft.
- 4) Permits are good for 6, months unless work is progressing, let the Building Official know if more time is needed.
- 5) Bond WILL EXPIRE after 2 years unless an extension is issued by the Building Official.
- 6) CALL FOR INSPECTIONS WHEN THEY ARE NEEDED, see inspection sheet for details.
- 7) Blower door test for new homes is needed before a Certificate of Occupancy is issued.
- 8) Contact number is needed for the Owner and Contractor.
- 9) A copy of the new Setbacks and Wall sections are included.
- 10) Energy Code in effect is as follows, Walls: R-20, Basements: R-10, Ceilings: R-38, Crawls: R-15, Unconditional Crawl (no heat/ air) is: R-19 for bottom of floor joist.

**\*\* A \$50.00 NSF FEE WILL BE ADDED TO EACH RETURNED CHECK \*\***

**KENOCKEE TOWNSHIP  
APPLICATION FOR BUILDING/DEMO PERMIT AND PLAN EXAMINATION**

AUTHORITY : P.A. 230 OF 1972, AS AMENDED  
 COMPLETION: MANDATORY TO OBTAIN PERMIT  
 PENALTY : WORK DONE PRIOR TO PULLING A PERMIT WILL BE CHARGED AT TWICE THE NORMAL FEE AMOUNT.

THE DEPARTMENT WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE NATIONAL ORIGIN, COLOR, MARTIAL STATUS, HANDICAP, OR POLITICAL BELIEFS.

**APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V, AND VI  
 NOTE: SEPARATE APPLICATIONS MUST BE COMPLETED FOR  
 PLUMBING, MECHANICAL, AND ELECTRICAL WORK PERMITS**

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

**I. PROJECT/OWNER INFORMATION**

PROJECT NAME		ADDRESS	
CITY	COUNTY	ZIP CODE	
PHONE NUMBER			

**II. IDENTIFICATION**

**A. ARCHITECT OR ENGINEER**

NAME		ADDRESS	
CITY	STATE	ZIP CODE	PHONE
LICENSE NUMBER		EXPIRATION DATE	

**B. CONTRACTOR**

NAME		ADDRESS	
CITY	STATE	ZIP CODE	PHONE
BUILDERS LICENSE NUMBER		EXPIRATION DATE	

FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION

WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION

MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION

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

**A. TYPE OF IMPROVEMENT**

<input type="checkbox"/> 1. NEW BUILDING	<input type="checkbox"/> 3. ALTERATION	<input type="checkbox"/> 5. DEMOLITION	<input type="checkbox"/> 7. FOUNDATION ONLY
<input type="checkbox"/> 2. ADDITION	<input type="checkbox"/> 4. REPAIR	<input type="checkbox"/> 6. MOBILE HOME SET-UP	<input type="checkbox"/> 8. PREMANUFACTURE
		<input type="checkbox"/> 9. SPECIAL INSPECTION	<input type="checkbox"/> 10. SPECIAL INSPECTION

**B. REVIEW(S) TO BE PERFORMED**

<input type="checkbox"/> BUILDING	<input type="checkbox"/> MECHANICAL	<input type="checkbox"/> PLUMBING	<input type="checkbox"/> FOUNDATION
<input type="checkbox"/> ELECTRICAL			

**IV. PROPOSED USE OF BUILDING**

**A. RESIDENTIAL**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 1. ONE FAMILY	3. HOTEL, MOTEL NO. OF UNITS _____	5. DETACHED GARAGE
2. TWO OR MORE FAMILY NO. OF UNITS _____	4. ATTACHED GARAGE	6. OTHER

**B. NON-RESIDENTIAL**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 7. AMUSEMENT	11. SERVICE STATION	15. SCHOOL, LIBRARY, RECREATIONAL
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 8. CHURCH, RELIGION	12. HOSPITAL, INSTITUTIONAL	16. STORE, MERCANTILE
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9. INDUSTRIAL	13. OFFICE, BANK, PROFESSIONAL	17. TANKS, TOWERS
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 10. PARKING GARAGE	14. PUBLIC UTILITY	18. OTHER

NONRESIDENTIAL- DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G. FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED USE. (ATTACH ADDITIONAL PAGE(S) AS NECESSARY).

**V. SELECTED CHARACTERISTICS OF BUILDING**

**A. PRINCIPAL TYPE OF FRAME**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1. MASONRY, WALL BEARING	2. WOOD FRAME	3. STRUCTURAL STEEL	4. REINFORCED CONCRETE	5. OTHER
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**B. PRINCIPAL TYPE OF HEATING FUEL**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	6. GAS	7. OIL	8. ELECTRICITY	9. WOOD	10. OTHER:
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**C. TYPE OF SEWAGE DISPOSAL**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	11. CITY	12. SEPTIC SYSTEM	13. OTHER:
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**D. TYPE OF WATER SUPPLY**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	14. CITY	15. PRIVATE WELL OR CISTERN
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**E. TYPE OF MECHANICAL**

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	16. WILL THERE BE AIR CONDITIONING?	YES	NO	17. WILL THERE BE SUPPRESSION?	YES	NO
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**F. DIMENSIONS/DATA**

18. NUMBER OF STORIES _____	22. FLOOR AREA	EXISTING _____	ALTERATIONS _____	NEW _____
18. USE GROUP _____	BASEMENT _____			
20. CONST. TYPE _____	1 <sup>ST</sup> & 2 <sup>ND</sup> FLOOR _____			
21. NO. OF OCCUPANTS _____				
COST OF CONSTRUCTION \$ _____	TOTAL AREA _____			

**G. NUMBER OF OFF STREET PARKING SPACES**

23. ENCLOSED _____	24. OUTDOORS _____
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**MISC:**

**VI. SIGNATURES & FEES**

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 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.

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**

PLAN REVIEW FEE ENCLOSED

\$

BUILDING PERMIT FEE ENCLOSED

\$

**VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION**

	REQUIRED	APPROVED	DATE
A - ZONING VARIANCE APPLICATION	<input type="checkbox"/> YES <input type="checkbox"/> NO		
B - VARIANCE GRANTED	<input type="checkbox"/> YES <input type="checkbox"/> NO		
C - SPECIAL LAND USE APPLICATION	<input type="checkbox"/> YES <input type="checkbox"/> NO		
D - SPECIAL LAND USE GRANTED	<input type="checkbox"/> YES <input type="checkbox"/> NO		

**VII. VALIDATION - FOR DEPARTMENT USE ONLY**

BUILDING PERMIT #:

DATE ISSUED

APPROVAL SIGNATURE

PLAN REVIEW FEE:	QTY		TOTAL	ENERGY INFORMATION
HOMES: Up to 2,000 sq ft (Includes DEMO Permits)		\$ 100.00		<p><b>Michigan 2015 Residential Code</b></p> <p>As follows:</p> <p>Ceilings R-38</p> <p>Walls R-20</p> <p>Floors R-19</p> <p>Basement Walls R-1 (inside cavity R-13)</p> <p>Crawl Spaces R-15 (inside cavity R-19)</p> <p>Blower Door Test is required on all new construction.</p> <p>Permanent certificate shall be posted on or in electrical panel box of all R values of insulation installed and efficiencies of heating, cooling and water heating equipment.</p>
2001 to 3,000 sq ft		\$125.00		
3001 & Over sq ft		\$150.00		
COMMERCIAL		\$150.00		
POLE BLDG/GARAGE/SHED		\$ 50.00		
DECK/PORCH/RAMP/POOL		\$ 50.00		
COMM SIGNS/TEMP TRLR		\$ 50.00		
DEMOLITION		\$ 50.00		
BASE PERMIT FEE:		X 2	If work is started prior to permit issuance	
HOMES Up to 2,000 sq ft		\$125.00		
2001 to 3,000 sq ft		\$150.00		
3001 & Over sq ft		\$175.00		

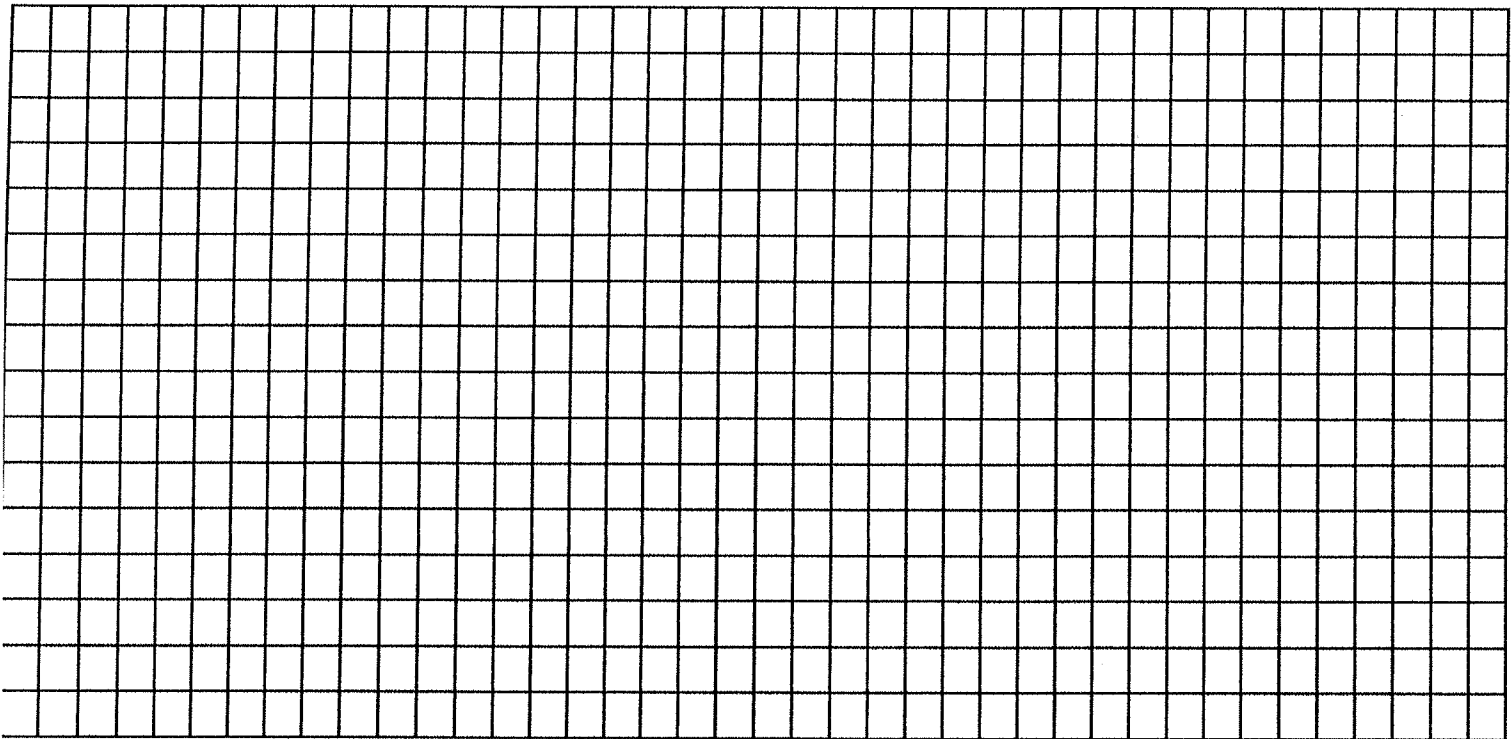
POLE BLDG/GARAGE/SHED		\$ 75.00	
DECK/PORCH/RAMP		\$ 50.00	
POOLS		\$ 50.00	
COMMERCIAL		\$200.00	
COMMERCIAL SIGNS		\$ 75.00	
MOVE BLDG		\$ 100.00	
TEMPORARY TRAILER		\$ 50.00	
# OF INSPECTIONS:		\$ 65.00	
# OF INSPECTIONS-COMM		\$ 75.00	
SPECIAL INSPECTION		\$ 65.00	
STOP WORK ORDER		\$ 65.00	
<b>PERMIT TOTAL</b>			

**Permit Application Requirements:**

- 1) Legal description of property and proof of ownership
- 2) At least 1 copy of plans/constructions documents for review.
- 3) Site plan/plot plan showing size & location of new construction & existing structures on site. Also distances from rear, side & front setbacks.
- 4) Truss design data sheets if used, to be submitted before installation.
- 5) Fill out application completely with wall spec sheets and material list.
- 6) Permit will become invalid unless work is started within 180 days.

**IX. SITE OR PLOT PLAN - FOR APPLICANT USE**

A large grid for drawing a site or plot plan. The grid consists of 20 columns and 30 rows of small squares, providing a space for the applicant to draw their site plan.



**BUILDING OR REMODELING**

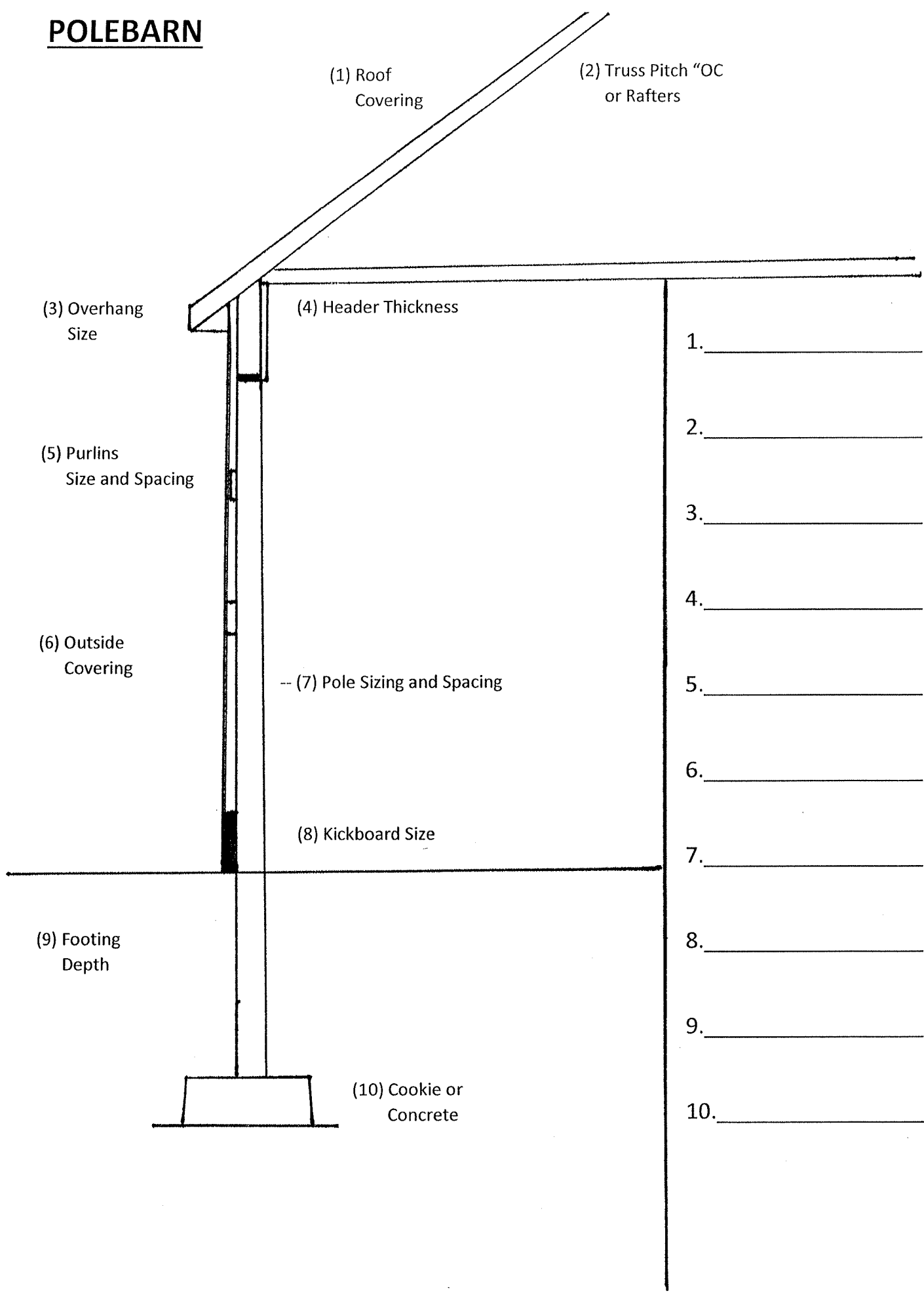
1. Completely fill out the Application for Building Permit
2. Contact the Building Inspector: **JIM GOLEMBIEWSKI**  
**(810) 531-1286**  
**Jim.g531@gmail.com**
3. The building inspector will confere with the zoning administrator to make sure your application meets zoning requirements and then contact you.
4. If you need assistance filling out the application or have other questions, contact appropriate inspector directly.

Plumbing & Mechanical	PAUL SHAMKA	810 531 3241
Electrical	PAUL RAICEVICH	586 873-2660
Zoning Administrator	JIM GOLEMBIEWSKI	810 531 1286

5. After you have received your permit and started construction, **IT IS YOUR RESPONSIBILITY** to contact the inspectors for all inspections required, up to and including a final inspection before the building permit will be considered approved and closed.
6. The permit fee will be due upon issuance of the permit. Work done prior to the issuance of a permit is billed at twice the normal cost.
7. This process will be completed as quickly as possible so you can proceed with your project.

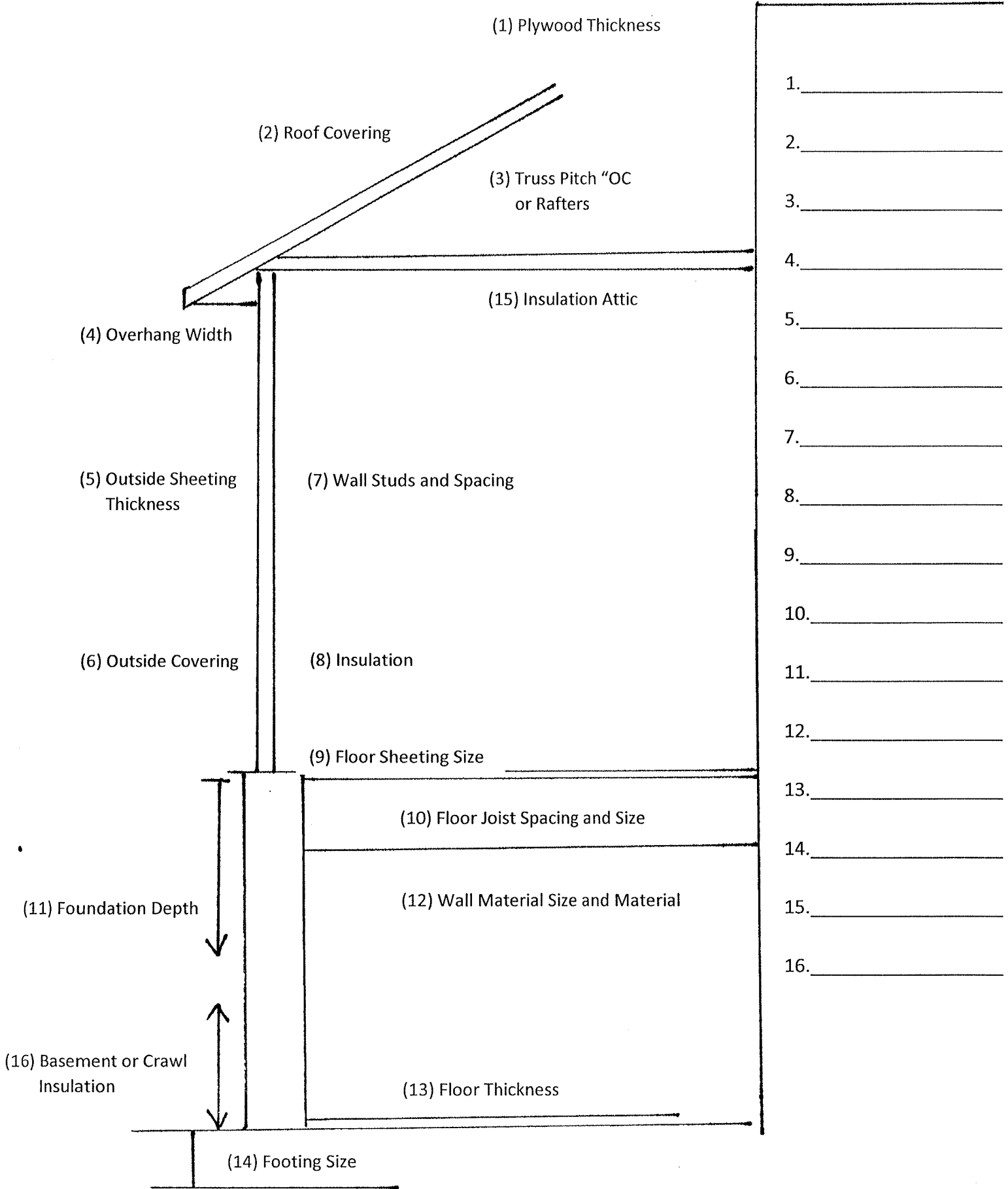
**SOIL EROSION AND SEDIMENTATION CONTROL PERMITS ARE NECESSARY FOR AN EARTH  
CHANGE**

# POLEBARN





# HOME OR ADDITION



## Article 5 Schedule of Regulations

### Section 5.1 Table of District Dimensional Regulations

Table 41: Table of District Dimensional Regulations

Minimum Lot Size (B)		Minimum Yard Setbacks (A)			Maximum Height of Structures		Maximum Lot Coverage	Minimum Floor Area Per Unit
Area	Width	Front	Each Side	Rear	Stories	Feet		
<b>AGRICULTURAL DISTRICT</b>								
5 acres	300 feet	100 feet	50 feet	50 feet	2	35	20% or 1 acre	960 sq. ft.
<b>AVOCA RESIDENTIAL DISTRICT (AR)</b>								
6,600 sq. ft	60 feet	25 feet	5 feet	5 feet	2	35	30% 1,980 sq. ft	960 sq. ft.
<b>RESIDENTIAL (R)</b>								
5 acres	300 feet	100 feet	50 feet	50 feet	2	35	30% or 25% 1.5 acres or 1.25 acres	960 sq. ft.
<b>MANUFACTURED HOUSING DISTRICT (M)</b>								
30 acres	300 feet	50 feet	50 feet	50 feet	C	C	C	N/A
<b>MULTIPLE FAMILY RESIDENTIAL DISTRICT (RM)</b>								
6,600 sq. ft	60 feet	25 feet	5 feet	5 feet	2	35	30 % 1,980 sq. ft	N/A
<b>NEIGHBORHOOD BUSINESS DISTRICT (NB)</b>								
6,600 sq. ft	60 feet	20 feet	10 feet	20 feet	1	35	25%	N/A
<b>GENERAL BUSINESS DISTRICT (B)</b>								
2.5 acres	200 feet	50 feet	25 feet	50 feet	2	35	25%	N/A
<b>GENERAL INDUSTRIAL DISTRICT (I)</b>								
5 acres	300 feet	100 feet	75 feet	75 feet	2	35	50%	N/A

### Section 5.2 Notes to Table of District Dimensions Regulations

No building or structure shall be erected, converted, enlarged, reconstructed, moved upon, or structurally altered, except in conformity with the building area, placement and height regulations of the district in which the building is located; and except in conformity with the lot area, width and coverage regulations of the district in which the building is located.

- A. For lots adjacent to any street or highway, the yard setbacks shall be measured from the rightofway line for such street or highway to the building or structure on a lot.
- B. The ratio of lot depth to lot width shall not exceed 4:1 for any lot 20 acres or less in any district. (TA 13-4 to 13-14)

AFFIDAVIT

STATE OF MICHIGAN        )  
                                          ) SS  
COUNTY OF ST. CLAIR    )

KENOCKEE TOWNSHIP

Being first duly sworn, deposes and says:

1. I am aware Kenockee Township passed a resolution establishing a moratorium on the issuance of permits, approvals, and/or certificates as they relate to modifications to structures or land use in any zoning district in order to cultivate marijuana as a patient caregiver.
2. I am applying for a (Zoning) (Electrical) (Building) (Mechanical) (Other) permit.  
**(Circle One)**
3. I affirm the permit is not for any structure or land use related to growing of marijuana as a Caregiver.
4. The permit is for \_\_\_\_\_.  
**(Please indicate the purpose of the land use and permit request).**
5. I affirm the permit is not for any new or existing site containing over 25kVA of total electrical transforming capacity within the Township.

FURTHER, Affiant says not.

\_\_\_\_\_  
Permit Applicant Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
St. Clair County, Michigan  
My commission expires: