

ALMONT TOWNSHIP BUILDING DEPARTMENT

819 Main Street

Almont, MI 48003

Phone 810-798-8521/Fax 810-798-7097

www.almonttownship.org

BUILDING PERMIT SUBMISSION REQUIREMENTS

The following is a list of documents/permits to present to the Almont Township Building Department along with a completed building application for construction of or alterations to a single family dwelling in Agricultural/Residential, R-1(A) and R-1B Zoned Districts.

1. FOR TOWNSHIP PROPERTIES:
SEWAGE DISPOSAL PERMIT: Issued by
Lapeer County Health Department
1800 Imlay City Road, Lapeer, MI 48446-3206
(810-667-0391)

2. FOR TOWNSHIP PROPERTIES:
WELL PERMIT: Issued by
Lapeer County Health Department
1800 Imlay City Road, Lapeer, MI 48446-3206
(810-667-0391)

3. FOR TOWNSHIP PROPERTIES:
DRIVEWAY PERMIT: Issued by
Lapeer County Road Commission
820 Davis Lake Road, Lapeer, MI 48446
(810-664-6272)

4. SOIL EROSION PERMIT: Issued by
Lapeer County Soil Erosion & Sedimentation Control
1800 Imlay City Road, Lapeer, MI 48446
(810-245-4753)

5. Recorded copy of Land Survey and Legal Description of the property.

6. If applicable, a copy of Almont Township's approval of Land Division.

7. A Tax I.D. Number, as assigned by the Almont Township Assessor.

8. A recorded copy showing proof of an applicant's ownership.

9. Construction documents shall be of sufficient clarity to indicate the location, nature, and extent of work proposed and show in detail that it will conform to the provisions of the code and relevant laws, ordinances, rules, and regulations, as determined by the building official.

THREE (3) Scale Drawings of the proposed structure showing the following:

- a) Floor plans (all levels)
 - b) Elevations
 - c) Detailed cross sections
 - d) Foundation details
 - e) Footing details
 - f) Engineering prints for all engineered wood products such as but not limited to: Roof Trusses
Floor Trusses
I-Joist
Laminated-Beams, Etc.
 - g) Engineering details for all wood foundations
 - h) Fireplace cross-sections for all natural fireplaces
 - i) Energy Calculations sufficient to ensure compliance with the State Energy code. (See enclosed form.)
10. Addressing application must be completed for all newly create parcels. DTE Energy will not install service unless an address has been assigned to the property.
11. Plot plan application must be completed for all newly constructed residential dwellings. Please refer to application for full detailed instructions.
12. Building permit application completed, signed and dated by applicant.

Please allow at least 10-15 business days for review of plans and property documents by the Building Administrator/Building Inspector. Fees for the Plan Review, Address Application and for Plot Plan Review shall be paid in full when submitted. Building Permit and Zoning Permit fees shall be paid prior to building and/or trade permits being issued.

When applicable, separate plumbing, mechanical, and electrical plans may be required along with the building plans.

JOSEPH E. ISRAEL

Building Official, Building Administrator, Plan Reviewer, and Building Inspector
(810-798-8521, ext. 206/7)

TIM ISRAEL

Plumbing & Mechanical Inspector and Plan Reviewer (810-798-8521, ext. 206/7)

BRAD BLETCH

Electrical Inspector (810-798-8521, ext. 206/7)

Ida L. Lloyd

Almont Twp. Zoning Administrator/Administrative Permit Clerk
(810-798-8521, ext. 207) Email: illoyd@almonttownship.org