

**IRA TOWNSHIP
7085 MELDRUM RD.
FAIR HAVEN, MI 48023
(586) 725-0207**

BUILDING PERMIT CHECK IN LIST FOR NEW HOMES

DATE: _____

INITIALS

1. BUILDING PERMIT APPLICATION _____
2. SOIL EROSION PERMIT (IF APPLICABLE) (810) 364-5720 EXT. 215 _____
3. COUNTY DRIVEWAY PERMIT (800) 999-9424 _____
4. TWO SETS OF FOLDED PRINTS (RESIDENTS) _____
5. ENERGY WORKSHEET (NEW CONSTRUCTION ONLY) _____
6. REGISTRATION & COPY OF BUILDER'S LIC. (REGISTERED YES, NO) _____
7. COPY OF WORKERS COMP. & LIABILITY INSURANCE _____
8. HOMEOWNERS AFFIDAVIT (IF APPLICABLE) _____
9. SEPTIC PERMIT (IF APPLICABLE) _____
10. HEALTH DEPT. APPROVAL (IF APPLICABLE) (810) 987-9396 _____
11. WILL A 2ND METER BE INSTALLED BY BUILDERS? _____
12. WATER & SEWER RELEASE REQUEST _____
13. TWO PLOT PLANS WITH GRADE ELEVATIONS INCLUDED _____
14. HEAT PLAN (HOUSES 3,500 SQ. FT. OR MORE, W/SEALED PLANS) _____
15. ALL NEW HOMES BUILT IN A FLOOD PLANE WILL NEED AN ELEVATION CERTIFICATE BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED _____
16. ALL NEW HOMES WILL NEED A GRADE CERTIFICATE BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED _____