



"Heart of the Lakes"

**CITY OF KEEGO HARBOR
BUILDING PERMIT APPLICATION**

2025 BEECHMONT
KEEGO HARBOR MI 48320
(248) 682-1930 www.keegoharbor.org

Office Use Only
Validation Area

Applicant to Complete All Items in Sections I, II, III, IV, V and VI
Note: Separate Applications Must Be Completed for Plumbing, Mechanical, and Electrical Work Permits

PB-

I. PROJECT INFORMATION			
PROJECT NAME		ADDRESS	
II. IDENTIFICATION			
A. OWNER OR LESSEE			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER
B. ARCHITECT OR ENGINEER			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER
LICENSE NUMBER			EXPIRATION DATE
C. CONTRACTOR			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER
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		COST OF CONSTRUCTION \$	
A. TYPE OF IMPROVEMENT (Circle)			
1. NEW BUILDING	3. ALTERATION	5. DEMOLITION	7. FOUNDATION ONLY
2. ADDITION	4. REPAIR	6. MOBILE HOME SET-UP	8. PREMANUFACTURE
			9. RELOCATION
			10. SPECIAL INSPECTION
B. PLAN REVIEW REQUIRED			

IV. PROPOSED USE OF BUILDING				
A. RESIDENTIAL (Circle)				
ONE FAMILY	HOTEL, MOTEL	DETACHED GARAGE		
	NO. OF UNITS _____			
TWO OR MORE FAMILY		<input type="checkbox"/> OTHER _____		
NO. OF UNITS _____	ATTACHED GARAGE			
B. NON-RESIDENTIAL (Circle)				
AMUSEMENT	SERVICE STATION	SCHOOL, LIBRARY, EDUCATIONAL		
CHURCH, RELIGION	HOSPITAL, INSTITUTIONAL	STORE, MERCANTILE		
INDUSTRIAL	OFFICE, BANK, PROFESSIONAL	TANKS, TOWERS		
PARKING GARAGE	PUBLIC UTILITY	<input type="checkbox"/> 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.				
V. SELECTED CHARACTERISTICS OF BUILDING				
A. PRINCIPAL TYPE OF FRAME (Circle)				
1. MASONRY, WALL BEARING	2. WOOD FRAME	3. STRUCTURAL STEEL	4. REINFORCED CONCRETE	5. OTHER
B. PRINCIPAL TYPE OF HEATING FUEL (Circle)				
6. GAS	7. OIL	8. ELECTRICITY	9. COAL	10. OTHER
C. TYPE OF SEWAGE DISPOSAL (Circle)				
11. PUBLIC OR PRIVATE COMPANY				
D. TYPE OF WATER SUPPLY (Circle)				
12. PUBLIC OR PRIVATE COMPANY			13. PRIVATE WELL OR CISTERN	
E. TYPE OF MECHANICAL				
14. WILL THERE BE AIR CONDITIONING? (Circle)		YES	NO	15. WILL THERE BE FIRE SUPPRESSION? (Circle)
				YES
				NO
F. DIMENSIONS/DATA				
16. NUMBER OF STORIES _____	20. FLOOR AREA:	EXISTING	ALTERATIONS	NEW
17. USE GROUP _____	BASEMENT	_____		
18. CONST. TYPE _____	1ST & 2ND FLOOR	_____		
19. NO. OF OCCUPANTS _____	3RD - 10TH FLOOR	_____		
	11TH - ABOVE	_____		
	TOTAL AREA	_____		
G. NUMBER OF OFF STREET PARKING SPACES				
21. ENCLOSED _____		22. OUTDOORS _____		

VI. APPLICANT INFORMATION

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

NAME		TELEPHONE NO.	
ADDRESS	CITY	STATE	ZIP CODE
FEDERAL I.D. NUMBER			

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. I ALSO UNDERSTAND THAT THIS PERMIT EXPIRES SIX MONTHS FROM THE DATE THAT THE **NON-REFUNDABLE** FEE IS PAID.

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

VII. CITY OF KEEGO HARBOR TO COMPLETE THIS SECTION

For Garages, Small Additions, Porches	# Items	Fee
1. Application Fee \$60.00		
2. Cost of Construction (new & remodel) (Combined siding, roof and windows)		
3. Inspection(s) \$45.00 each		
4. Contractor Registration \$15.00		

VIII. VALIDATION - FOR DEPARTMENT USE ONLY

USE GROUP	BASE FEE
TYPE OF CONSTRUCTION	NUMBER OF INSPECTIONS
SQUARE FEET	

The City of Keego Harbor will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc, under the Americans with Disabilities Act, you may make your needs known to this agency.

(OFFICE USE ONLY)

APPROVED BY:

DATE: _____

- Issue Permit
- Weathercard

CONSTRUCTION/ADDITION
INSPECTIONS REQUIRED:

1. Footing
2. Back Fill
3. Frame
4. Energy Code
5. Final for C/O