

Building Permit Application

1. This is a form fill document just tab and fill in the blue boxes.
2. You have 3 ways to submit the Permit Application form.
 - a. Bring it to my office between 9 and 1 Monday, Tuesday or Wednesday 26225 U.S. 12 Edwardsburg.
 - b. Mail to Ontwa Township P.O. Box 209 Edwardsburg MI 49112.
 - c. Email to building@ontwatwp.org (this is my preferred method and the fastest method).
3. You can call me at 269 228 0145 or 269 663 2347 if you have any questions.
4. In most cases I can email your permit back to you after I receive payment.

Building Permit Application For Ontwa Township

26225 U.S. 12

Edwardsburg, MI 49112

269-663-2347

APPLICANT TO COMPLETE SECTIONS 1, 2, AND 3

1. Applicant Identification

A. Job Address:

B. Occupant Name:

C. Owner Name:

Address	City	State	Zip
Email Address		Telephone/Cen	

D. Contractor Name:

Address	City	State	Zip
E-mail Address		Telephone	Fax
Builders License	Expiration Date	Workers Comp Insurance Carrier or reason for exemption	

2. Project Description

A. Type of Project:

Residential	Repair/Replacement	Remodel	INT	EXT (Check one)	Fence Location	Front	Back	Side
Commercial	Commercial Only:					Note: Residential fences and Sheds under 200 sf must be applied For under zoning permit		
Industrial	Demolition	Relocation						
Other								

Work Description:

3. Applicant/ Authorized Agent Information

Applicant is responsible for the payment of all fees and charges applicable to the application and must provide the following information.

Name:	Phone:		
Address:	City:	State	Zip code

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, act 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 licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators Of the Section 23a are subject to civil fines.

Estimated Cost of Project:

Signature of:	Signature:
☐ Owner	☐ Contractor
☐ Agent	

4. Payment Validation/Approval (for department use only)

Permit Fee	Plan review fee	Method of payment	☐ Cash	☐ Check
Building Approval	Signature	Date		
Zoning Approval	Signature	Date		

10/12/22

Email Application To (building@ontwatwp.org)

Residential Code Information

Energy Code Worksheet

Property Address _____

Builder Name _____ Phone # _____

Lot # _____ Development Name _____

Utility Companies: Gas _____ Electric _____

Tax ID # _____

Inspection Method: (see 2015 Energy Code Requirements) Method #1 ☐ Method # 2 ☐

Efficiency Factors Required:

Heating Equipment: Output (if known) _____ K-BTHU/H Efficiency % _____ Programmable thermostat? Yes ☐ No ☐

Cooling Equipment: Size (if known) _____ K-BTHU/H-seer _____ Yes ☐ No ☐

Mechanical calculations: Manual JSD required for new construction; Manual J required for additions

Any exposed duct work? Yes ☐ No ☐ If yes, duct insulation R-value: _____

Water Heater: Gas ☐ Electric ☐ Gallons # _____ Efficiency % _____

Options: Prescriptive^{2,3} ☐ Trade Off (UA)^{1,2} ☐ Performance (Energy Cost)^{1,2} ☐
(ex. ResCHECK)

¹Supporting Documentation Required

²Air leakage (blower door) test required for all additions and new construction

³Shall meet minimum prescriptive requirements listed below

Insulation R-values and Types:

	Assembly	Insulation Type	R-value	³ Prescriptive Requirements
Wall Cavity:	2 X _____	_____	_____	R20 or 13+
Wall Exterior Sheathing:	_____	_____	_____	R-5 in combination with 13
Exposed Frame Floor: (cantilever/room over garage)	_____	_____	_____	R-30
Cathedral Ceiling: N/A ☐	_____	_____	_____	R-30 limit of 500 sq. feet or 20% max
Flat Ceiling:	_____	_____	_____	R38
Foundation Insulation:	_____	_____	_____	R10/R13
Sunrooms:	_____	_____	Walls _____ Ceiling _____	Walls R-13/Ceiling R-24
Foundation:	☐ Slab ☐ Full Basement ☐ Crawl Space ☐ Other (Specify) _____			
Crawl Space:	☐ Vented ☐ Non-vented, Conditioned			
Window Type:	☐ Vinyl ☐ Wood ☐ Aluminum U-value _____			