

Oscoda County Building Department
206 E 8th Street
PO Box 399
Mio MI 48647
(989) 826-1164

Requirements for Obtaining Building Permits
from the
Oscoda County Building Department

Residential Structures

(One and Two-Family Residential with less than 3,500 square feet of calculated floor area)

- Application for Building Permit
- Minimum of two (2) sets of plans that include the following
 - Foundation and floor plans.
 - Roof and wall section.
 - Building elevations.
 - Site plan.

Mobile and Premanufactured Homes

- Application for Building Permit.
- Minimum of two (2) sets of plans for the foundation and the method of anchoring the unit to the foundation.
- Site plan.
- For Michigan approved premanufactured units; one (1) copy of the Building System Approval and the approved plans.

Instructions for Completing Application

Page 1 of the application: Complete all applicable sections. Note section II(c). If the homeowner is doing the construction enter "Homeowner" in the contractor information space.

Page 2 of the application: Enter the information as required.

Page 3, Section VI of the application: Must be completed by the permit applicant and **signed**.

Section VII. Must be completed by the local government agency (city/township) for zoning (environmental) approval. Note (g) and (h). Indicate whether a well or septic approval is required. Well and septic permits are typically issued by the county health department (989) 826-3970.

Building Permit Fees

Building permit fees may be obtained from the Oscoda County Building Department by calling (989) 826-1164.

You will need to furnish the following information when calling

- Total square footage of each individual floor, garage, decks etc.

If you submit your building permit application and plans without money, your application will be put on hold until all fees are received.

When to Call for an Inspection

Please call the building department's phone number at least 24 hours prior to the time you need an inspection. A minimum of three (3) inspections is required on most structures. It is the permit holders' responsibility to call for inspections, prior to the construction being covered.

Foundation Inspection

Footing inspection – Prior to placing concrete in piers, trenches and framework.

Backfill inspection – Prior to backfill and after the footings, walls, waterproofing, and drain tile are installed.

Rough Inspection

The rough inspection is to be made after the roof, all framing, fire stopping, bracing, electrical, mechanical, and plumbing rough installations are in place, and before the insulation is installed.

Final Inspection

The final inspection is to be made upon completion of the building or structure, and before occupancy occurs.

Certificate of Occupancy

A new building or a building that is altered shall not be used or occupied until a Certificate of Occupancy is issued by the code official. The permit holder or their authorized agent must request a Certificate of Occupancy upon the complete of the project. A Certificate of Occupancy cannot be issued until all permits are finalized and the work covered by a building permit has been completed in accordance with the permit, the code, and other applicable laws and ordinances.



OSCODA COUNTY
APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION
 Building Department
 P.O. Box 399
 Mio, MI 48647
 (989) 826-1164/1137 fx

AUTHORITY: P.A. 230 OF 1972, AS AMENDED
 COMPLETION: MANDATORY TO OBTAIN PERMIT
 PENALTY: APPLICATION MUST BE COMPLETED, SIGNED
 PROPER FEE ENCLOSED OR PERMIT WILL NOT BE
 ISSUED.

OSCODA COUNTY WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL ORIGIN, COLOR, MARITAL STATUS, HANDICAP, OR POLITICAL BELIEFS.

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

ARE YOU BUILDING WITHIN 500 FEET OF A LAKE, STREAM OR WATERWAY? ___ YES ___ NO

I. LOCATION OF PROJECT

ADDRESS			
CITY/VILLAGE	TOWNSHIP	COUNTY	ZIP CODE

II. IDENTIFICATION

A. OWNER OR LESSEE	Property Tax ID#
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NAME		TELEPHONE NO.	
MAILING ADDRESS	CITY	STATE	ZIP CODE

B. ARCHITECT OR ENGINEER

NAME		TELEPHONE NO.	
ADDRESS	CITY	STATE	ZIP CODE
LICENSE NUMBER	EXPIRATION DATE		

C. CONTRACTOR E-Mail

NAME		TELEPHONE NO.	
ADDRESS	CITY	STATE	ZIP CODE
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"/> NEW RESIDENCE	<input type="checkbox"/> GARAGE
<input type="checkbox"/> ADDITION	<input type="checkbox"/> DECK
<input type="checkbox"/> ACCESSORY BUILDING	<input type="checkbox"/> OTHER
<input type="checkbox"/> ALTERATIONS/REPAIR	<input type="checkbox"/> WRECKING
<input type="checkbox"/> MOBILE HOME SETUP	<input type="checkbox"/> FOUNDATION ONLY
<input type="checkbox"/> MANUFACTURED HOME	<input type="checkbox"/> RE-ROOF
<input type="checkbox"/> COMMERCIAL	

B. REVIEW(S) TO BE PERFORMED

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

IV. SELECTED CHARACTERISTICS OF BUILDING	
A. PRINCIPAL TYPE OF FRAME	
<input type="checkbox"/> MASONRY, WALL BEARING <input type="checkbox"/> WOOD FRAME <input type="checkbox"/> STRUCTURAL STEEL BEARING	<input type="checkbox"/> REINFORCED CONCRETE <input type="checkbox"/> OTHER <input type="checkbox"/>
B. PRINCIPAL TYPE OF HEATING FUEL	
<input type="checkbox"/> GAS <input type="checkbox"/> OIL <input type="checkbox"/> ELECTRICITY	<input type="checkbox"/> COAL <input type="checkbox"/> OTHER <input type="checkbox"/>
C. TYPE OF SEWAGE DISPOSAL	
<input type="checkbox"/> PUBLIC OR PRIVATE COMPANY <input type="checkbox"/> PRIVATE WELL OR CISTERN	
D. TYPE OF WATER SUPPLY	
<input type="checkbox"/> PUBLIC OR PRIVATE COMPANY <input type="checkbox"/> PRIVATE WELL OR CISTERN	
E. DIMENSIONS _____ x _____ =	
	Sq. ft.
Number of Stories	FLOOR AREA 1 ST FLOOR
	2 ND FLOOR
	GARAGE AREA
	DECK/PORCH AREA
ESTIMATED COST	TOTAL AREA
V. PROPOSED USE OF BUILDING	
A. RESIDENTIAL	
<input type="checkbox"/> ONE FAMILY <input type="checkbox"/> TWO OR MORE FAMILIES (NO OF UNITS _____) <input type="checkbox"/> HOTEL/MOTEL (NO OF UNITS _____)	<input type="checkbox"/> ATTACHED GARAGE <input type="checkbox"/> DETACHED GARAGE <input type="checkbox"/> OTHER
B. NON-RESIDENTIAL	
<input type="checkbox"/> AMUSEMENT <input type="checkbox"/> CHURCH, RELIGION <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> PARKING GARAGE <input type="checkbox"/> PUBLIC UTILITY <input type="checkbox"/> SERVICE STATION	<input type="checkbox"/> SCHOOL, LIBRARY, EDUCATIONAL <input type="checkbox"/> STORE, MERCANTILE <input type="checkbox"/> TANKS, TOWERS <input type="checkbox"/> HOSPITAL, INSTITUTIONAL <input type="checkbox"/> OFFICE, BANK PROFESSIONAL <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.	
C. TYPE OF MECHANICAL	
WILL THERE BE AIR CONDITIONING: _____ YES _____ NO	
WILL THERE BE AN ELEVATOR? _____ YES _____ NO	

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

1 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 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 BUILDING OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.

FEE ENCLOSED \$

SIGNATURE OF APPLICANT

VII. LOCAL GOVERNMENTAL AGENCY TO COMPLETE THIS SECTION

ENVIRONMENTAL CONTROL APPROVALS

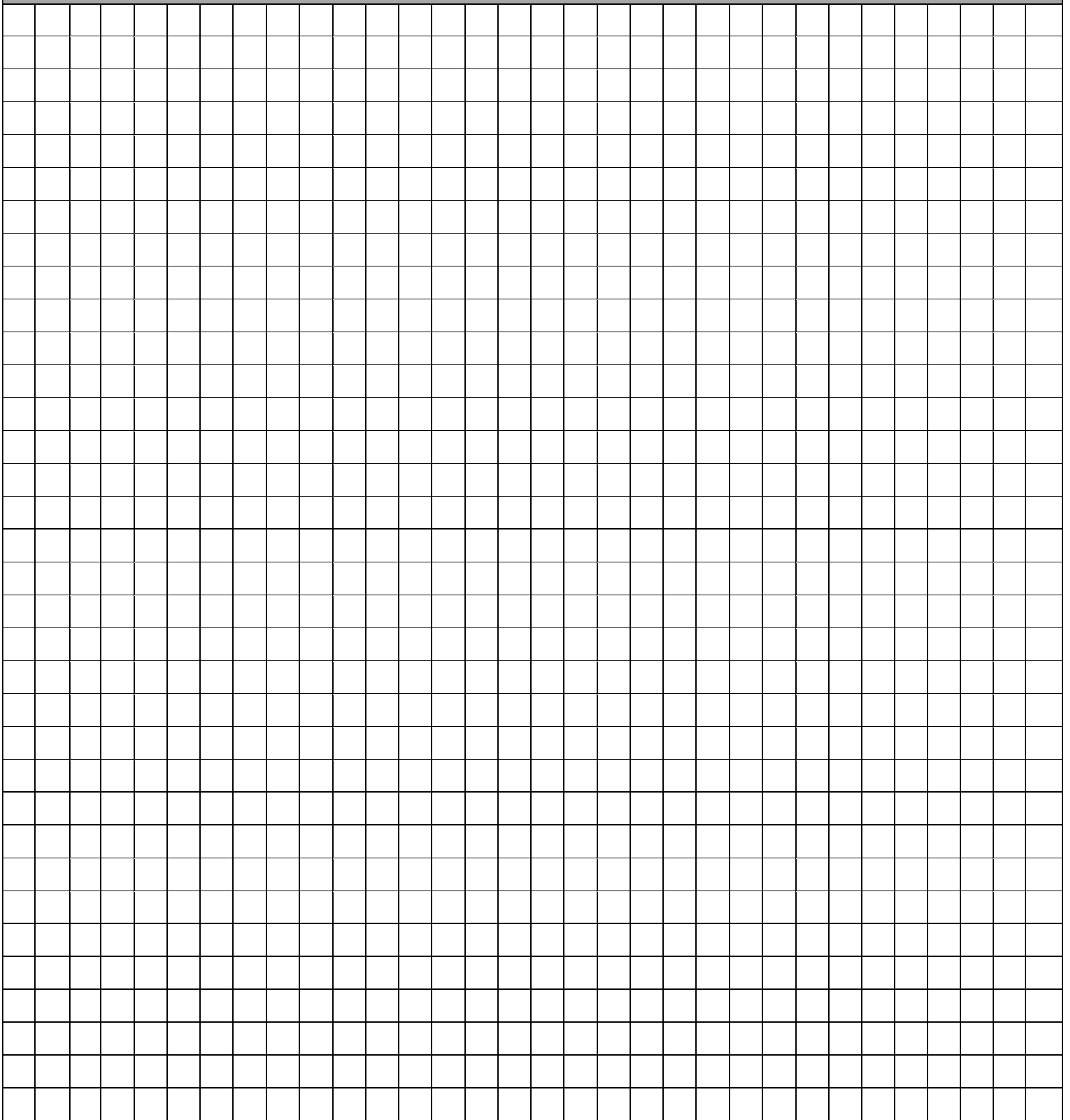
	REQUIRED?	APPROVED	DATE	NUMBER	BY
A - ZONING	<input type="checkbox"/> YES <input type="checkbox"/> NO				
B - FIRE DISTRICT	<input type="checkbox"/> YES <input type="checkbox"/> NO				
C - POLLUTION CONTROL	<input type="checkbox"/> YES <input type="checkbox"/> NO				
D - NOISE CONTROL	<input type="checkbox"/> YES <input type="checkbox"/> NO				
E - SOIL EROSION	<input type="checkbox"/> YES <input type="checkbox"/> NO				
F - FLOOD ZONE	<input type="checkbox"/> YES <input type="checkbox"/> NO				
G - WATER SUPPLY	<input type="checkbox"/> YES <input type="checkbox"/> NO				
H - SEPTIC SYSTEM	<input type="checkbox"/> YES <input type="checkbox"/> NO				
I - VARIANCE GRANTED	<input type="checkbox"/> YES <input type="checkbox"/> NO				
J - OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO				

VIII. VALIDATION - FOR DEPARTMENT USE ONLY

NOTES AND DATA

BUILDING PERMIT NUMBER	APPROVAL SIGNATURE
ISSUE DATE	
PERMIT FEE	
	TITLE

IX. SITE OR PLOT PLAN - FOR APPLICANT USE



INDICATE DIRECTION OF NORTH WITHIN THE CIRCLE:

Blank space for indicating the direction of North within a circle.