



# Fruitland Township

## Building Permit Information

Hours: Monday-Thursday

8:00 a.m. – 4:00 p.m.

Friday 8:00 a.m. – Noon

4545 Nestrom Rd, Whitehall, MI 49461

Phone: 231-766-3208 • Fax: 231-766-3027

www.fruitlandtwp.org

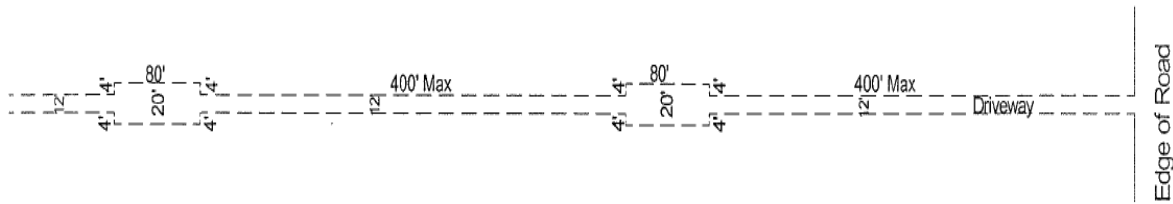
### New Construction Requirements

1. **Zoning Compliance Application** – Every application for a building, occupancy, or use permit shall **first** obtain a **zoning permit** designating the existing or intended use of the building or occupancy or use (according to Section 20.08) from the Fruitland Township Zoning Administrator. The Zoning Compliance Application includes a **Site Plan** – Dimensions of parcel, dimensions of proposed and existing structure(s), and where located on parcel, showing front yard setback to road right-of-way, side yard and rear yard setbacks. Show distance to any shoreline, creek, drain, pond, or natural waterway. **NORTH** must be shown; assigned address, street (road) name and parcel number.

**\*\*\*Must have ZONING PERMIT before applying for BUILDING PERMIT\*\*\***

2. **Copy of Deed, legal description or property and permanent parcel number**, owner's name and address. This information is required on all permits including plumbing, electrical, and mechanical.
3. **Site address will be assigned by the Fruitland Township Zoning Administrator. ADDRESS MUST BE MARKED WHERE VISIBLE FROM ROAD.**
4. **Inspection Report is needed for pre-manufactured structure.**
5. **Two sets of blueprints** – or working drawings showing framing, building and room sizes, header spans and sizes, beam spans and sizes, rafter spans and sizes, proposed grade of lumber, insulation, window sizes, framing cross section from footing to roof showing material sizes and type, and such other information that may be needed to build and inspect the construction. **If over 3,500 square feet, plans need to be stamped by an engineer. Seven sets of blueprints** if construction is commercial and an architect's or engineer's seal is needed on the prints. *One set will become property of Fruitland Township.*
6. **Truss Drawing** – Engineered drawing of roof truss design.
7. **Septic Permit and Well Permit** – These are issued by the Muskegon County Health Department located at 209 E. Apple Avenue in Muskegon. Phone: **231-724-6208**. There may be a charge for this permit.
8. **Driveway Permit** – Is issued by the Muskegon County Road Commission located at 7700 East Apple Avenue. Phone: **231-788-2381**. For all new drives from a public road to private property. Each building site is to be serviced by a driveway. Each building site is to be serviced by a driveway. **(Section 3.32) All new driveways must have a travel surface of 12 foot wide constructed of gravel, concrete, asphalt, crushed limestone, crushed concrete, slag or combination of these or other materials as may be approved by the Zoning Administrator with an additional cleared 3 feet on each side, a cleared height of 13 ½ feet and for every 400 foot interval a 20 X 80 foot area for pass or re-pass of emergency vehicles. Driveways shall not be closer than 80 feet to an intersection, except for exceptional circumstances as approved by the Fruitland Township Board, or their designated representative, and the Muskegon County Road Commission. Except for building sites on private streets, an approved driveway permit must be obtained from the Muskegon County Road Commission (MCRC) and submitted to the Building Inspector prior to the issuance of a**

**building permit. Adjacent to and on both sides of a driveway, the area between the right-of-way line and the pavement edge shall be maintained clear of any objects that obstruct the vision of the roadway from the driveway.**



9. **Energy Code Work Sheet** – Is required by the State of Michigan. We can not issue a permit without it, or an adequate substitute.
10. **Muskegon County Public Works Soil Erosion Permit** – Contact Steve Fink at 231-724-6411. *Required if building a structure within 500 feet of a lake or stream, or if one acre or more of land is being disturbed.*
11. **D.E.Q. Permit** – IF YOUR PROPERTY IS IN CRITICAL DUNE, HIGH RISK EROSION OR WETLAND AREA. *The State requires a permit from the DEQ prior to issuing a building permit for any new construction or an addition that will increase the “footage” of an existing building. Grand Rapids District DEQ phone: 1-800-662-9278 or 616-356-0209.*
12. On site inspection for building permit to be issued – building site must be staked out according to submitted site plan where structure(s) is (are) to be located.

### **Remodeling – Repair – Addition**

1. Same identity requires as #1 new construction.
2. Site plan, same as in #4 new construction, and truss drawing, same as in #6.
3. In most cases, one set of prints for construction. (General exceptions are roofing, siding, decks, etc.)
4. Septic permit if new tank or drain field is needed.
5. Energy code work sheet if addition is of “substantial” size in relation to the existing structure.
6. Same DEQ requirements as #10 new construction.
7. On site inspection, same as in #11 new construction.

### **Permits Issued by the Township of Fruitland**

1. **Building permit fees** – based on the value of work (see calculation sheet).
2. **Plumbing permit fees** – new construction = \$170; itemized list for other (see application for fee schedule); each additional inspection = \$60.
3. **Electrical permit fees** – new construction = \$170; itemized list for other (see application for fee schedule); each additional inspection = \$60.
4. **Mechanical permit fees** – new construction = \$170; itemized list for other (see application for fee schedule); each additional inspection = \$60.

**Permits that are pulled after work has been done will be charged an additional \$50 “after-the-fact” fee.**

**Applications for above permits are available at the Fruitland Township Hall, 4545 Nestrom Road, Whitehall, MI 49461, Monday – Thursday 8:00 a.m. – 4:00 p.m. and Friday 8:00 a.m. - Noon or at [www.fruitlandtwp.org](http://www.fruitlandtwp.org).**

### **Variance Requests**

*BY APPLICATION ONLY* – Applications may be picked up at the Fruitland Township Hall, Monday – Thursday, 8:00 a.m. – 4:00 p.m. and Friday 8:00 a.m. – Noon or online at [www.fruitlandtp.org](http://www.fruitlandtp.org). Completed applications must be received a minimum of 30 days prior to public hearing date. The Fruitland Township Board of Appeals meets the second Monday of each month at 6:00 p.m. when required.

### **Special Land Use Permits**

*BY APPLICATION ONLY* – Applications may be picked up at the Fruitland Township Hall, Monday – Thursday, 8:00 a.m. – 4:00 p.m. and Friday 8:00 a.m. – Noon. Completed applications must be received a minimum of 30 days prior to public hearing date. The Fruitland Township Planning Commission meets the first Thursday of the month at 6:00 p.m., which recommends to the Fruitland Township Board that meets the third Monday of the month at 5:00 p.m.

### **Other Miscellaneous Information**

- Moving a house requires a permit.
- Filling in of land requires a permit.
- All work must be done by licensed contractors whose current license are registered with Fruitland Township, except a single-family dwelling owner, occupant may do all their own work (a signed homeowner affidavit is required).
- Houses will not be finalized until house numbers (minimum of two inches) are on the house and visible from the road.
- **A Certificate of Occupancy will not be issued until the home is complete and livable according to the building code. A homestead exemption form can be filled out after issuance of the certificate and available at the Fruitland Township Hall.**

## Helpful Hints for Scheduling Inspections

All inspections are by appointment only after the appropriate permits are issued. **For building inspections call Val Jensen at (231-638-0529) and the Township Hall (231-766-3208).** Allow 24 to 48 hours after calling for the inspection. Work must not proceed before the job is inspected and approved to continue.

### ***Building***

*Val Jensen, Building Official*

Fruitland Township has adopted the Michigan Building Code 2015

Fruitland Township has adopted the Michigan Residential Code 2015

- *Footing/Foundation:* Between when the forms for the footings are set and before any concrete is poured. If the forms are in the wrong place, it is much cheaper to move forms than concrete. If you do not have an approval of the forms, you pour at YOUR OWN RISK AND EXPENSE.
- *Foundation Wall Damp-Proofing:* Water-proofing if living space.
- *Rough-in:* When framing is complete and after electrical, plumbing, and mechanical rough-in inspections are approved. Includes window and door flashing system.
- *Insulation:* Drywall tape/mud.
- *Final:* When project is complete and ready for occupancy and after electrical, plumbing, and mechanical final inspections are approved.

### ***Electrical***

*Jeff Johnson, Inspector (231-329-4465)*

Fruitland Township has adopted the Michigan Residential Code 2015

Fruitland Township has adopted the National Electrical Code 2017 for Commercial Use

- *Temporary Service:* When temporary service is complete and ready for hookup.
- *Permanent Service:* When permanent service is complete and ready for hookup.
- *Rough-in:* If anything is in walls before dry-walling.
- *Final:* When all fixtures are set, plates are on, and the building is ready to be occupied.

### ***Mechanical***

*Jim Callender, Inspector (231-206-6563)*

Fruitland Township has adopted the Michigan Residential Code 2015

Fruitland Township has adopted the Michigan Mechanical Code 2015

- *Underground:* If anything is to be covered by dirt or concrete.
- *Rough-in:* If anything is in walls (including ducts or chimneys) before dry-walling.
- *Gas Pressure Test:* If required.
- *Final:* When furnace and/or air conditioning are completed and operating and you are ready to occupy.

### ***Plumbing***

*Jim Callender, Inspector (231-206-6563)*

Fruitland Township has adopted the Michigan Residential Code 2015

Fruitland Township has adopted the Michigan Plumbing Code 2015

- *Underground:* when pipes are all run in ground before you back fill or pour concrete.
- *Rough-in:* when pipes are all run in walls, before dry-walling, also drainage lines in ceiling of basement before covering.
- *Final:* when fixtures are all set and operating and you are ready to occupy.

**If more than one final inspection is required, additional inspection fees of \$60.00 per visit will be charged.**