



# Plan Examination

City of Norton Shores  
 4814 Henry St, Norton Shores, MI 49441  
 Phone: (231)799.6801 | Email: [nsbuilding@nortonshores.org](mailto:nsbuilding@nortonshores.org)



For Office use Only	
Inspector: _____	
Date: _____	Number: _____

<b>I. Job Location</b>				
Job Location				Date
Check Box: <input type="checkbox"/> Norton Shores <input type="checkbox"/> Roosevelt Park				
<b>II. Owner or Lessee</b>				
Owner or Business Name			Business Address	
City	State	Zip	Email	
Business Phone	Cell		Fax	
<b>III. Architect or Engineer</b>				
Architect or Business Name			Business Address	
City	State	Zip	Email	
Phone	Cell		Fax	
State License #			Expiration Date	
<b>IV. Contractor Information</b>				
Contractor or Business Name			Business Address	
City	State	Zip	Email	
Phone	Cell		Fax	
State License #			Expiration Date	
<b>V. Plan Review Required</b>				
Detailed construction documents are required with each application for a permit. Construction documents must be sealed and signed by an architect or professional engineer in accordance with 1980, PA 299 as amended.				
Plans attached <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>VI. Project Description</b>				
<b>A. Class of Work</b>				
<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other _____				
<b>B. Type of Improvement</b>				
<input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair/Replace <input type="checkbox"/> Demolition <input type="checkbox"/> Relocation <input type="checkbox"/> Foundation Only <input type="checkbox"/> Change of Use <input type="checkbox"/> Foundation Only <input type="checkbox"/> Mobile Home Set-Up <input type="checkbox"/> Premanufacture <input type="checkbox"/> Other _____				

<b>D. Detailed Description of Work (REQUIRED)</b>		
<hr/> <hr/> <hr/> <hr/>		
<b>E. Value of Construction Project</b>		
<b>Total value of project (Includes labor, material of building, electrical, mechanical, plumbing and architectural cost)</b>		
\$		
<b>VII. Notice to Applicant</b>		
GENERAL: Work shall not be undertaken until a Commercial or Residential Building Permit is issued. All installations shall be in conformance with the Building Code. <b>No work shall be concealed until it has been inspected and approved. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of the construction.</b>		
EXPIRATION OF PERMIT: A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. A permit will be cancelled when no inspections are requested and conducted within 180 days of the date of issuance or the date of a previous inspection. Cancelled permits cannot be refunded or reinstated.		
SCHEDULING INSPECTIONS: Applicant is responsible for arranging all required inspection until the permit is finalized. Call at least <b>24 hours in advance to schedule</b> an inspection and include job location. Please call 231.799.6801 to schedule.		
<b>VIII. Certification</b>		
<p><i>I hereby certify that I am the owner of record of the named property, or 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 agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code officials authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.</i></p> <p><i>I certify that the statements made by me in this application are true, complete and correct to the best of my knowledge and belief and are made in good faith. I understand that false statements herein are sufficient grounds for rejection of the application. I understand that my statement herein is a material consideration in case of appointment.</i></p>		
<b>Application Signature</b>	<b>Application Name</b>	<b>Date</b>