

BUILDING PERMIT APPLICATION CHECKLIST- Detached Garages & Pole Barns

The following items must be completed and submitted to this office along with your application. Applications submitted incomplete will not be reviewed until all required documents have been submitted.

- _____ Building Permit Application
Completed, signed, and dated application
- _____ Site plan showing foundation location, dimensions and setbacks
- _____ Detailed grade plan - must prepared by a licensed surveyor or civil engineer, and must be signed & sealed. Please be sure indicate the locations of all downspouts, drains, swales, sump lines, etc.
As-built plan required before prior to final grade inspection
Questions regarding grade/as-built plans must be directed to our Engineering Firm by calling (810) 750-5280
- SITE PLAN & GRADE PLAN MUST MATCH YOUR CONSTRUCTION PLANS**
- _____ SESC Permit . Application enclosed
Genesee County Drain Commissioner's Office (810) 732-7870
- _____ Three (3) sets of detailed construction plans. Your plans must include details on wall section, elevations, floor plans, etc. Any engineering must be indicated and specifications/documentation must be provided.

**We will not accept construction plans larger than 24 x 36 in size.
A PDF file or thumb drive is acceptable if your plans are larger.**

Flood Plain Certification is required if you are constructing on a lake, river, or channel. A surveyor can provide you with this information.

Required Inspections:

- Footing/Post Hole
 - Rough (unless pole barn)
 - Final
- Call (810) 629-6711 to schedule.

Fees are as follows:

- Grade Plan Review \$200.00
- Grade inspection \$100.00
- Building Permit .40¢ per sq ft floor space
\$250.00 Bond/Deposit (refundable)