

KALKASKA COUNTY
CONSTRUCTION CODES
890 ISLAND LAKE ROAD
KALKASKA, MI 49646
231-258-3365
FAX 231-258-2828

APPLYING FOR A BUILDING APPLICATION

1. Must have mailing address (where you receive your mail)
2. Job site address
3. Directions to site
4. Must have site plan (show all buildings on property)
5. Property number (parcel number)
6. Approved zoning
7. Approved health (if needed)
8. Approved soil (if needed)
9. Copy of builder's license (if contractor is applying)
10. Application must be filled out completely
11. Sizes must match zoning permit exactly
12. Must have sizes for each individual item (deck, porch, garage, house etc.)
13. State if basement is for living quarters
14. Must have drawings for all item
15. All applicable items on plan review check list must be addressed on plans
16. If constructing stick built home, two sets on plans are required
(You will get one back)
17. Energy code must be completed with calculations

Permits expire after SIX MONTHS (180 DAYS) – As per Code Section R105.5 of the MRC. Applicant's responsible to re-new **prior** to expiration date.

IF THE ABOVE IS NOT SUPPLIED, YOUR PERMIT CANNOT BE ISSUED