

City of Sturgis
COMMERCIAL Building Permit Application
130 N. Nottawa Street, Sturgis, MI 49091
Telephone: 269-659-7230 Fax: 269-659-7295
Inspections: Monday - Friday from 10:00 a.m. to 4:00 p.m.
Must schedule 24 hours in advance



**COMMUNITY
DEVELOPMENT**
Professional. Thorough. Responsive.

Please Note: Incomplete applications will be returned and not processed.

Applicant Information/Job Location

Applicant Name	Applicant Phone Number	Date of Application
Street Address of Job Location (Street No. and Name)		

Property Owner Information

Name				
Address (Street No. and Name)		City	State	Zip Code
Home Phone	Cell Phone	Email Address		

Type of Project

<input type="checkbox"/> New Building	<input type="checkbox"/> Footing/Foundation	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Signage*
<input type="checkbox"/> Alteration	<input type="checkbox"/> Demolition	<input type="checkbox"/> Painting	<input type="checkbox"/> Fence/Barrier Wall
<input type="checkbox"/> Addition		<input type="checkbox"/> Parking Lot/Driveway	<input type="checkbox"/> Accessory Structure
<input type="checkbox"/> Repair		<input type="checkbox"/> Roof	
<input type="checkbox"/> Deck		<input type="checkbox"/> Other _____	
<input type="checkbox"/> Other (Describe) _____			

BRIEF DESCRIPTION OF PROJECT: _____

*If applying for Signage Permit, please complete the following information:

Dimensions of front of tenant space
If Central Business (BC) zoned, how many colors are present on building

Cost of Project (Not including mechanical, electrical or plumbing)

Estimated Cost of Project (Required) \$

Plans Submission Information: All Commercial Projects must have sealed drawings.

Construction Drawings	Major Commercial/Industrial	1 Electronic Set with Seal
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Turn Over to Complete

Architect or Engineer Information (when applicable)*

Name of Owner of Company		License #	Expiration Date	
Address (Street No. & Name)		City	State	Zip Code
Phone Number	Cell Phone Number	Fax Number	Email Address	

Contractor Information

Name of Owner of Company		License #	Expiration Date	
Address (Street No. & Name)		City	State	Zip Code
Phone Number	Cell Phone Number	Fax Number	Email Address	

Payment of permit fee constitutes acceptance of the following terms:

I agree the application is only for the work described, and does not grant permission for additional work which requires separate permits. I understand that this application is to be completed by the applicant and submitted with the building plans, specifications and site plan requirements. Upon submittal of complete plans the application will be reviewed within thirty (30) working days.

It is the responsibility of the permit holder to make arrangements for all required inspections. Failure to do so is in violation of the Michigan Residential Codes and will result in a civil infraction citation of not less than \$250, nor greater than \$500 per day, for each day the violation continues. Property owners are to understand that in case of any violation of the Building Codes, they, (the property owner), may be fined as well as the contractor.

The issued building permit will expire and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced. The applicant will be responsible for assuring all required inspections are requested in conformance with applicable code.

Applications lacking complete owner information, contractor information, and/or registration information will be returned.

I understand that if this is a rental property, all work (building, mechanical, electrical or plumbing) must be completed by a licensed contractor. All Mechanical, Electrical and Plumbing (MEP's) are to be permitted through the State of Michigan. Information can be obtained through the Community Development Department.

Section 23a of the state construction codes act of 1972, Act. No. 230 of 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 person who perform work on residential building or a residential structure. Violations of section 23a are subjected to civil fines.

I have read the above and understand the terms and conditions and agree to comply with the City of Sturgis Code of Ordinances and the Michigan Residential Code that apply to the project.

Applicant Name _____ **Signature** _____ **Date** _____
(Please Print)

Property Owner or Agent Occupant _____ **Signature** _____ **Date** _____
(Please Print)

Office Use Only

PROPERTY ID# 75-052- _____ - _____ - _____ ZONED _____ PROPERTY OWNER VERIFIED? YES ☐ NO ☐
CONTRACTOR CONFIRMED? YES ☐ NO ☐

Signature of Building Official _____ Date _____

_____ Zoning APPROVED/DENIED DATE: _____ PLANS REVIEW FEE: YES ☐ NO ☐

_____ Building APPROVED/DENIED DATE: _____

Building Permits Fee Schedule (Based on Estimated Cost of Project)							
Estimated Cost of Project	Cost of Permit	Estimated Cost of Project	Cost of Permit	Estimated Cost of Project	Cost of Permit	Estimated Cost of Project	Cost of Permit
\$0-\$1,000	\$75.00	\$26,001-\$27,000	\$284.00	\$52,001-\$53,000	\$466.00	\$78,001-\$79,000	\$648.00
\$1,001-\$2000	\$85.00	\$27,001-\$28,000	\$291.00	\$53,001-\$54,000	\$473.00	\$79,001-\$80,000	\$655.00
\$2,001-\$3,000	\$95.00	\$28,001-\$29,000	\$298.00	\$54,001-\$55,000	\$480.00	\$80,001-\$81,000	\$662.00
\$3,001-\$4,000	\$105.00	\$29,001-\$30,000	\$305.00	\$55,001-\$56,000	\$487.00	\$81,001-\$82,000	\$669.00
\$4,001-\$5,000	\$115.00	\$30,001-\$31,000	\$312.00	\$56,001-\$57,000	\$494.00	\$82,001-\$83,000	\$676.00
\$5,001-\$6,000	\$125.00	\$31,001-\$32,000	\$319.00	\$57,001-\$58,000	\$501.00	\$83,001-\$84,000	\$683.00
\$6,001-\$7,000	\$135.00	\$32,001-\$33,000	\$326.00	\$58,001-\$59,000	\$508.00	\$84,001-\$85,000	\$690.00
\$7,001-\$8,000	\$145.00	\$33,001-\$34,000	\$333.00	\$59,001-\$60,000	\$515.00	\$85,001-\$86,000	\$697.00
\$8,001-\$9,000	\$155.00	\$34,001-\$35,000	\$340.00	\$60,001-\$61,000	\$522.00	\$86,001-\$87,000	\$704.00
\$9,001-\$10,000	\$165.00	\$35,001-\$36,000	\$347.00	\$61,001-\$62,000	\$529.00	\$87,001-\$88,000	\$711.00
\$10,001-\$11,001	\$172.00	\$36,001-\$37,000	\$354.00	\$62,001-\$63,000	\$536.00	\$88,001-\$89,000	\$718.00
\$11,001-\$12,000	\$179.00	\$37,001-\$38,000	\$361.00	\$63,001-\$64,000	\$543.00	\$89,001-\$90,000	\$725.00
\$12,001-\$13,000	\$186.00	\$38,001-\$39,000	\$368.00	\$64,001-\$65,000	\$550.00	\$90,001-\$91,000	\$732.00
\$13,001-\$14,000	\$193.00	\$39,001-\$40,000	\$375.00	\$65,001-\$66,000	\$557.00	\$91,001-\$92,000	\$739.00
\$14,001-\$15,000	\$200.00	\$40,001-\$41,000	\$382.00	\$66,001-\$67,000	\$564.00	\$92,001-\$93,000	\$746.00
\$15,001-\$16,000	\$207.00	\$41,001-\$42,000	\$389.00	\$67,001-\$68,000	\$571.00	\$93,001-\$94,000	\$753.00
\$16,001-\$17,000	\$214.00	\$42,001-\$43,000	\$396.00	\$68,001-\$69,000	\$578.00	\$94,001-\$95,000	\$760.00
\$17,001-\$18,000	\$221.00	\$43,001-\$44,000	\$403.00	\$69,001-\$70,000	\$585.00	\$95,001-\$96,000	\$767.00
\$18,001-\$19,000	\$228.00	\$44,001-\$45,000	\$410.00	\$70,001-\$71,000	\$592.00	\$96,001-\$97,000	\$774.00
\$19,001-\$20,000	\$235.00	\$45,001-\$46,000	\$417.00	\$71,001-\$72,000	\$599.00	\$97,001-\$98,000	\$781.00
\$20,001-\$21,000	\$242.00	\$46,001-\$47,000	\$424.00	\$72,001-\$73,000	\$606.00	\$98,001-\$99,000	\$788.00
\$21,001-\$22,000	\$249.00	\$47,001-\$48,000	\$431.00	\$73,001-\$74,000	\$613.00	\$99,001-\$100,000	\$795.00
\$22,001-\$23,000	\$256.00	\$48,001-\$49,000	\$438.00	\$74,001-\$75,000	\$620.00	\$100,001-\$101,000	\$914.00
\$23,001-\$24,000	\$263.00	\$49,001-\$50,000	\$445.00	\$75,001-\$76,000	\$627.00	Over \$101,001	Add \$4 per \$1000
\$24,001-\$25,000	\$270.00	\$50,001-\$51,000	\$452.00	\$76,001-\$77,000	\$634.00		
\$25,001-\$26,000	\$277.00	\$51,001-\$52,000	\$459.00	\$77,001-\$78,000	\$641.00	Over \$500,000 Contact Office	

<div> <div>Building Plan Review Fee</div> <div>(Based on Estimated Cost of Project)</div> <div>Most projects require a Plan Review and Will pay the associated fee. Please check with the Community Development Department with any questions.</div> </div>	\$0 - \$10,000		\$25.00
	\$10,001 - \$100,000		\$45.00
	PLUS \$3.00 per \$1,000 over \$10,000		
	\$100,001 - UP		\$315.00