

## PENN TOWNSHIP BUILDING PERMIT REQUIREMENTS

### **When do I need a Building Permit?**

All new construction and any structural modifications made to an existing structure require a building permit. A permit is also required for any accessory structure over 200 square feet, and in all cases the accessory structure must meet all Zoning Ordinance requirements. Also, a permit is required for any electrical, plumbing, or heating work. All work for which a permit is required must be inspected and approved.

Re-shingling a roof, replacing windows, or replacing siding are considered maintenance and **do not** require a permit. Re-siding is considered maintenance and does not generally require a permit. However, if you choose material that changes the architectural style of your house, a permit is required. Any deck that is built on posts and taller than 30 inches is considered a structure and requires a permit. Any poured patio or deck platform less than 30 inches in height does not require a permit. All patios or decks taller than 30 inches require a permit and must meet all Zoning Ordinance requirements. Fences do not require permits, but all Zoning Ordinance requirements must be met. Contact our Zoning Department for these requirements at 269-228-0108.

A permit must be obtained for any structural, plumbing, electrical or mechanical work done in a **commercial building** and the required inspections ordered and approved.

### **Who should obtain the permit?**

The person that secures the permit is the person who is held responsible for the work that is done. If a homeowner hires a contractor, the contractor should obtain the permit. The Building Department has no jurisdiction over a contractor if the homeowner obtains the permit for his contractor. Homeowners should confirm that the contractor they have hired to do work for them has secured the necessary permit and ordered the required inspections.

### **When do I schedule Inspections?**

It is the responsibility of the permit holder to call for the required electrical, plumbing, mechanical, and building inspections. Building inspections can be ordered only after the Electrical, Plumbing and Heating inspections are conducted and approved.

### **What if I want to do a building project myself?**

The Michigan Licensing Law gives a homeowner an exemption to act as his or her own general contractor. This means that in the case of his or her own single-family residence, that they will occupy, the homeowner may obtain a building permit for construction at his or her own home even though a licensed or unlicensed builder may be significantly involved. If you, the homeowner, choose to act as your own general contractor and obtain the required building permit, please be aware of the following:

**AS THE PERMIT HOLDER YOU, THE HOMEOWNER, INCUR ALL OF THE LIABILITY AND ALL OF THE RESPONSIBILITY THAT THE LICENSED CONTRACTOR WOULD NORMALLY ASSUME.**