



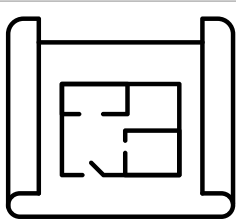
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Commercial Projects

What you need to apply for a building permit:



	Permit Application
	Review Documents
	Site Plan (if required)



Quick Tips

For a successful submittal for the Plan Review Process:

- Submit FIVE sealed, full sets for Plan Review, along with permit application.
- Pay required Plan Review fee.
- Review should be completed within 10 to 14 business days.
- Provide any required responses from inspector's notes in a timely fashion.

Frequently Asked Questions:

1. Is Plan Review required for Commercial Projects?

Yes, we do require a Plan Review process for commercial construction and Fire Safety systems. This process typically takes 10 to 14 business days, depending on the scope and size of the project. *Note: Fire Safety Plan Review will only require 3 full sets.

2. How many sets of plans are required?

We require five, full sets of stamped/sealed plans for commercial review. If a digital copy is available, we would also appreciate a copy, along with the hard copies.

3. Does my contractor have to be licensed?

No. However, the plans submitted for review will have to be stamped and sealed under a licensed architect.

4. Is there a Plan Review fee?

Yes, there is a fee for Plan Review. This fee must be paid in advance, before the review process will begin.

5. What codes are commercial reviews being reviewed and inspected under?

- 2021 Michigan Building Code
- 2015 Michigan Residential Code
- 2023 National Electrical Code(NEC) with Michigan part 8
- 2021 Michigan Plumbing Code
- 2021 Michigan Mechanical Code
- 2021 International Fire Code
- Michigan Energy Code (ASHRAE 90.1-2013)
- ICC A117.1-2017 Accessible and Usable Buildings and Facilities

Scheduling Inspections

- ◆ Call the front office at 231-724-6715 to schedule any inspections. Please do not contact the inspector directly.
- ◆ Have your permit number available for reference when scheduling.
- ◆ Specify unit numbers, floors, or buildings, for a clear understanding of where the inspector will need to be.
- ◆ Inspections will not be scheduled over email.
- ◆ All fees will need to be paid before an inspection takes place.