



City of North Muskegon
Building Permit Application
PRINT ALL INFORMATION

Job Information

Date: _____

Job Address: _____

Address Number and Street Name

Property Use/Type: ☐ Residential ☐ Commercial ☐ Industrial ☐ Other _____

Class of Work: ☐ New ☐ Addition ☐ Alteration ☐ Repair

*If the use of the building is changing: Current _____ Proposed _____

Property Owner Information

Name: _____ Email Address: _____

Mailing Address: _____

Street

City

State

Zip Code

Phone Number: (____) _____ Preferred Method of Contact: Phone or Email

Contractor Information

Name: _____ Email Address: _____

Mailing Address: _____

Street

City

State

Zip Code

Phone Number: (____) _____ Preferred Method of Contact: Phone or Email

License # _____ Expiration Date: _____

Type of Work to be Performed: Please designate type of work, list any important details or special conditions and give the approximate dollar value of the project:

☐ New Siding ☐ New Roofing ☐ Misc. Repairs/Others: _____

☐ Storage Shed/Garage (size): _____ ☐ Deck/Porch (size): _____

TOTAL VALUE OF PROJECT: \$ _____

Notice

This permit becomes null and void if work or construction authorized is not commenced within sixty (60) days, or if construction or work is suspended or abandoned for a period of 120 days at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not: the granting of a permit does not presume to give authority to violate or cancel provisions of any other state or local law regulating construction or the performance of construction. Section 23A of the State Construction Code Act of 1972 (Act 230 of the Public Acts of 1972) prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or structure. Violators of said section are subject to civil fines.

Signature: _____ Date: _____

Circle one: Owner Contractor Agent

For City Use Only

Notes and Data: _____

Building Permit Number: _____ Permit Fee \$ _____

Approval Signature: _____ Date: _____

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Permit Fee Schedule - Effective January 1, 2024

Circle the number of inspections required

Total Project Value: \$ _____

Primary Inspections: 1 2 Additional Inspections: 1 2 3 4

All permits that require 2 (two) inspections **\$145.00**

Examples:

New siding

Tear off and Reroof

Replacement windows/doors

All permits that require 1 (one) inspection **\$95.00**

Examples:

Re-shingle

Re-siding

Fence (also requires zoning compliance permit)

Demolition

Minimum permit fee (any miscellaneous work that requires 1 inspection)

Additional/Re-inspections **\$65.00**

For each inspection beyond those included in the original permit fee

Note: If the inspector is called and scheduled to do an inspection and the work does not pass inspection or the job is not ready or they cannot get into the structure to perform the inspection, an additional inspection fee will be charged each time they must revisit the job site.

If work starts before a permit is issued: The City of North Muskegon reserves the right to administer an investigation fee equal to the permit fee if work is started before an approved permit is received.

Cancellation/Refund Policy: A cancellation fee of 20% of the initial permit fee will be charged if the inspector performed no inspections on the permit being cancelled. If inspections were performed, the permit is subject to the 20% cancellation fee plus \$65.00 for each additional inspection performed.

VALUE BASED PERMITS FEES (PERMIT FEES ARE ROUNDED TO THE NEAREST DOLLAR)

Value of Project	Permit Fee
\$1 to \$1,000	\$95.00 (Minimum Fee)
\$1,001 to \$5,000	\$95.00 for the first \$1,000 plus \$14.00 for each additional \$1,000 or fraction there after
\$5,000 to \$25,000	\$150.00 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction there after
\$25,001 to \$50,000	\$390.00 for the first \$25,000 plus \$10.00 for each additional \$1,000 or fraction there after
\$50,001 to \$100,000	\$630.00 for the first \$50,000 plus \$7.00 for each additional \$1,000 or fraction there after
\$100,001 to \$500,000	\$983.00 for the first \$100,000 plus \$6.00 for each additional \$1,000 or fraction there after
\$500,000 to \$1 million	\$3,383.00 for the first \$500,000 plus \$5.00 for each additional \$1,000 or fraction there after
Over \$1 million	\$5,878 for the first \$1 million plus \$4.00 for each additional \$1,000 or fraction there after