

SOLON TOWNSHIP  
15185 ALGOMA AVE NE  
CEDAR SPRINGS, MI 49319



PERMIT# \_\_\_\_\_

PHONE: 616-696-1718  
FAX: 616-696-3970  
www.solontwp.org

☐ **ROOFING PERMIT APPLICATION**

☐ **SIDING PERMIT APPLICATION**

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

LOCATION ADDRESS/PARCEL #: \_\_\_\_\_  
: 41-02-\_\_\_\_ - \_\_\_\_ - \_\_\_\_

\*CONTRACTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

RESIDENTIAL – SINGLE FAMILY OR DUPLEX (*Circle One*)

SINGLE STORY OR TWO STORY (*Circle One*)

ROOFING INFORMATION:

MATERIALS: \_\_\_\_\_

TOTAL SQUARES: \_\_\_\_\_ ROOF PITCH: \_\_\_\_\_ STORIES: \_\_\_\_\_

ESTIMATED COST OF PROJECT: \$ \_\_\_\_\_

SIDING INFORMATION:

MATERIALS: \_\_\_\_\_

SQUARES: \_\_\_\_\_

ESTIMATED COST OF PROJECT: \$ \_\_\_\_\_

**INSPECTOR DOES NOT HAVE LADDERS - CONTRACTOR LADDER SET REQUIRED**

**Individuals hired for the above work must be licensed contractors who are registered with the township.**

**WORK STARTED WITHOUT PERMIT IS SUBJECT TO DOUBLE PERMIT FEES PAYABLE  
TO SOLON TOWNSHIP PRIOR TO PERMIT ISSUANCE**

**A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN  
SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION.**

**CLOSED AND/OR CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED**

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**OFFICE USE ONLY**

BUILDING OFFICIAL SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Application Approved: ☐ Yes ☐ No Comment: \_\_\_\_\_

PERMIT FEE: \$ 200.00

- Limited to 2 Inspections

TOTAL FEE PAID: \$ \_\_\_\_\_

Check # \_\_\_\_\_ Cash \_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_

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BUILDING INSPECTIONS	ELECTRICAL INSPECTIONS	MECHANICAL/PLUMBING INSPECTIONS
RODNEY ELICK 616-696-1718	COLT JACOBS 616-318-2964	JEFF BIEGALLE 616-438-5957

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There are a number of inspections required in each of the four codes – Building, Electrical, Mechanical and Plumbing. Therefore, you must call the inspectors when you are ready for each type of inspection. Work may not proceed before the project is inspected and approved to continue. Please make sure you are actually ready for inspection. If an inspection is called for and the job is not ready, a re-inspection fee will be charged.

THE REQUIRED VISUAL INSPECTIONS ARE:

BUILDING:

- FOUNDATION – before back-filling when walls are complete; dampproofed or waterproofed, and the foundation drains are completely installed.
- ROUGH-IN – when framing is complete, BEFORE drywalling and AFTER electrical, plumbing, and mechanical inspections are approved.
- FINAL – when project is complete and ready for occupancy and AFTER electrical, plumbing, and mechanical final inspections are approved.

ELECTRICAL:

- SERVICE – when permanent service is complete and ready for hook-up.
- ROUGH-IN – BEFORE insulating or drywalling, when wiring which will be hidden is complete.
- FINAL – when all fixtures are set, plates are on and the building is ready to be occupied.

MECHANICAL:

- UNDERGROUND – if anything is to be covered by dirt, concrete, or blacktop.
- ROUGH-IN – Anything in walls (including ducts or chimneys) BEFORE drywalling.
- FINAL – when furnace and/or air conditioning is completed and operating and you are ready to occupy.

PLUMBING:

- UNDERGROUND – when pipes are all run in ground, BEFORE you backfill or pour concrete.
- ROUGH-IN – when pipes are all run in wall, BEFORE drywalling; also, drainage lines in ceiling of basement BEFORE covering.
- FINAL – when fixtures are all set and operating and you are ready to occupy.