

Plan Review Application
 County of Marquette
 Resource Management/Development Dept.
 County Courthouse
 Marquette, MI 49855
 PHONE: (906) 225-8180 1-800-562-9788- U.P. Only
 www.co.marquette.mi.us

AGENCY USE ONLY

Deposit Fee: \$100 (non-refundable)
Fee: \$110 Commercial Kitchen

Authority: 1972 PA 230 Completion: Voluntary Penalty: Plans will not be reviewed	Marquette County Code Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.
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Note: The applicant is responsible for all fees applicable to this application.

FACILITY INFORMATION					
FACILITY NAME			STREET / SITE ADDRESS		
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH FACILITY IS LOCATED				COUNTY	
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township Of: _____					
SUBMITTAL					
<input type="checkbox"/> Addendum No. _____ <input type="checkbox"/> Bulletin No. _____ <input type="checkbox"/> Original Submission No. _____					
BUILDING DATA					
GROSS FLOOR AREA					
<input type="checkbox"/> New Building _____ <input type="checkbox"/> Addition _____ <input type="checkbox"/> Alteration _____ <input type="checkbox"/> Repair _____					
CLASSIFICATION PER BUILDING CODE					
Building Use _____ Construction Type _____ No. of Occupants _____ Area/Floor _____ No. of Floors _____					
FIRE SPRINKLERS					
<input type="checkbox"/> Entire Building <input type="checkbox"/> Limited Area _____ <input type="checkbox"/> None					
<input type="checkbox"/> School or Government Building is Less Than \$15,000.00			Project Scope _____		
PLAN REVIEW REQUEST					
<input type="checkbox"/> Building <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/> Commercial Kitchen <input type="checkbox"/> Barrier Free <input type="checkbox"/> Footing / Foundation <input type="checkbox"/> Fire Suppression <input type="checkbox"/> Energy <input type="checkbox"/> Other _____					
BUILDING OWNER					
NAME (Company or Individual)		CONTACT PERSON		E-MAIL	
ADDRESS	CITY	STATE	ZIP CODE	PHONE ()	
PROJECT ARCHITECT / ENGINEER					
NAME (Company or Individual)		MICHIGAN LICENSE NUMBER		E-MAIL	
ADDRESS	CITY	STATE	ZIP CODE	PHONE ()	
APPLICANT (Note: All correspondence will be sent to this address)					
NAME OF COMPANY		APPLICANT NAME		FEIN (Required)	
ADDRESS	CITY	STATE	ZIP CODE		
E-MAIL	PHONE ()		FAX NUMBER ()		
APPLICANT SIGNATURE (Must be an original signature)				DATE	

Instructions for Application for Plan Examination

Facility Information: Provide all requested information. Mark the appropriate box (city, village or township) and state the name of the governmental subdivision where the project is located; not the post office location.

Submittal: Indicate what is being submitted and provide the submission number. The submission number is critical when linking this submittal with a previous submission for the same project.

Building Data: Provide all requested information. The building use, construction type and number of occupants shall be as prescribed by the building code.

Plan Review Request: Mark all plan reviews desired or required.

Project Architect / Engineer: Provide all requested information.

Applicant: Provide all requested information with an original signature. All correspondence will be sent to this address, and this entity will be responsible for all fees.

Required Submittals for Plan Review

For each facility, submit completed application, \$100.00 non-refundable deposit fee made payable to Marquette County and two (2) sets of plans and/or specifications with **original seals and signatures** in accordance with 1980 PA 299. Fire sprinkler shop drawings and computations are not required to be sealed by a design professional.

Building Code: Site plan, foundation plan, soil bearing capacity, floor plans, building elevations, building sections, framing plans, details, roof plan, roof finish schedule, door schedule, roof live and dead loads.

Electrical Code: Plans for all electrical systems using more than six (6) circuits, except one- and two-family dwellings shall include lighting layout, circuiting, switching, conductor and raceway sizes, wattage schedule, service location and riser diagram, load calculations, appropriate plans showing standard symbols of all electrical equipment.

Mechanical Code: Plans indicating heating equipment, air conditioning equipment, ductwork material and layout, fire dampers, ventilation of rooms and areas, location of chimneys and vents, piping layouts.

Plumbing Code: Site plan, floor plans DMW riser diagrams and water distribution system and roof plan. Show direction of flow, pipe sizes, grade of horizontal piping, elevations, drainage fixture unit loading of both stacks and drains in the DWV system, supply fixture unit load for the water system, branch supplies serving more than one plumbing fixture, appliance or hose outlet.

Energy Code: Floor plans, building sections, details, average annual degree days, exterior envelope component materials, "U" values of elements, "R" values of insulating materials, size and type of apparatus and equipment, energy calculations.

Upon Receipt of All Applications

Written confirmation will be sent to the applicant. Further correspondence, concerning the requested plan reviews, will be sent to the applicant and the project architect/engineer, if one is provided.



County of Marquette

RESOURCE MANAGEMENT/DEVELOPMENT DEPT.

COUNTY COURTHOUSE: BUILDING CODES

234 W BARAGA AVENUE • MARQUETTE, MI 49855

Building Codes 906.225-8180

Planning 906.225-8182

Facilities 906.225-8182

Fax 906.225-8203

www.co.marquette.mi.us

MODIFIED COMMERCIAL PLAN REVIEW PROCESS

- As always, when code dictates, 2 sets of stamped drawings are required for COMMERCIAL Plan Review. Preferably, one of these sets would be electronic.
- Upon satisfactory completion of Plan Review, the Inspector will mark the plans as approved. The Department will keep one copy and the Contractor will be required to pick up the 2nd copy along with their permit (Copies of plans will NOT be mailed).
- The applicant shall keep the approved drawings at the work site and have them readily available to the Inspectors. The approved drawings shall be maintained in their entirety and in good working condition.
- All work shall be done in accordance with the approved documents. Any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amendment to the set of construction documents. The amendments shall be submitted as indicated above.