

CHECKLIST FOR BUILDING PERMIT APPLICATIONS

Rome Township

10550 Woerner Rd.
Onsted, MI 49265
517-812-6498

COMPLETED

1. _____ Obtain permit package from www.rometownship.org or Rome Township Clerk Wayne Boggs at 517-812-6498 or clerk@rometownship.org

2. _____ Complete both the Zoning Compliance Form and Building Permit Applications; (applications must be completely filled out) and return Applications along with associated fee and the following permits/ forms:
 - A. _____ Copy of Well and Septic Permit.

 - B. _____ Copy of Site Plan (If not on Page 4 of Building Permit).

 - C. _____ Legal Description of Property.

 - D. _____ Copy of Driveway Permit.

 - E. _____ Copy of Soil Erosion and Sedimentation Permit or letter from Lenawee County Drain Commission Stating Permit is not needed.

 - F. _____ Two (2) Complete Sets of Construction Drawings

All of above items may not apply to your particular project. The requirements are outlined in the General Information and Requirements sheet. If you have any questions about the application process please contact:

Rome Township Building Inspector
Mr. Bruce Nickel, 517-902-8131

The completed applications will be forwarded to the Building Inspector for Plan Review and Approval and a Permit will be returned in usually 5 to 7 days.

PLEASE NOTE:

Separate Permit Applications are required for Electrical, Mechanical, Plumbing, etc.