

**LOCKE TOWNSHIP BUILDING AND ZONING**

**BUILDING INSPECTIONS**

Associated Government Services Inc  
David Hess, Certified Building Insp  
8721 Gull Rd, Suite B  
Richland MI 49083  
1 800 627-2801 or 269 629-0600  
Fax 269 629-0601

**APPLICATIONS & LAND USE**

Locke Township Hall  
Dorothy G Hart, Locke Twp Zon Adm  
3805 Bell Oak Road  
Williamston MI 48895  
517 468-3405 fax 517 468-0105  
office hours Tues & Thurs 10 am – 4 pm

**MINIMUM REQUIREMENTS FOR A BUILDING PERMIT**

- 1. Description of the work.
- 2. Lot diagram/scaled site plan.
- 3. Blue Prints or Drawings-wall section, foundation plan, floor plan required (2 sets)
- 4. Proof of Ownership-copy of deed, title insurance, tax statement or assessment notice
- 5. Property Tax I D Number.
- 6. Signature of property owner or authorized agent (**on back of building permit app.**)
- 7. Land Use Permit required for any new structure, addition or change in use.

The fees for the building permit are determined by the Building Official.

- 8. MI Uniform Energy Code Compliance

**CONTRACTOR INFORMATION TO BE SUBMITTED:**

- Builders License Number and Expiration Date
- Federal Employer ID Number or Reason for Exemption
- Workers Comp Insurance Carrier or Reason for Exemption
- MESC Employer Number or Reason for Exemption

**ADDITIONAL COUNTY OR STATE REQUIREMENTS:**

- |  |                                      |              |
|--|--------------------------------------|--------------|
| <input type="checkbox"/> Driveway Permit                   | Ingham County Road Dept              | 800 968-9733 |
| <input type="checkbox"/> Well & Septic Permit              | Ingham Co Health Dept, Doug Franks   | 517 887-4312 |
| <input type="checkbox"/> Sewage & Water Systems Evaluation |                                      |              |
| <input type="checkbox"/> Soil Erosion Permit               | Ingham County Drain Comm, Jason Lynn | 517 676-8395 |
| <input type="checkbox"/> Flood Plain                       | DEQ                                  | 517 373-1170 |
| <input type="checkbox"/> Electrical Permit                 | Associated Government Services Inc   | 800 627-2801 |
| <input type="checkbox"/> Mechanical Permit                 | Associated Government Services Inc   | 800 627-2801 |
| <input type="checkbox"/> Plumbing Permit                   | Associated Government Services Inc   | 800 627-2801 |

**RESPONSIBILITIES OF APPLICANTS**

It is the legal responsibility of the applicant to call for all required inspections, obtain and submit separate applications for any building, electrical, plumbing or mechanical permit.

Please call inspection requests to 1 800 627-2801 by 3:30 PM for a next day inspection.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_