

**MECOSTA COUNTY BUILDING DEPARTMENT**

14485 Northland Dr. / Big Rapids, MI 49307

Phone: 231-592-0105 Fax: 231-592-0176

**COMMERCIAL APPLICATION REQUIREMENTS**

1. <u>Completed Building Permit Application (includes Zoning Clearance on pg. 4 of application)</u>	
2. <u>Completed Commercial Addendum</u>	
3. <u>Septic &amp; Well Permits and/or B.P.A. from Health Department (phone #231-592-0178)</u>	
4. <u>Soil &amp; Erosion Permit from the Drain Commissioner's Office (phone #231-592-0103) if project is within 500 ft. of water</u>	
5. <u>Driveway Permit from Road Road Commissioner's Office (phone 231-796-2611) if a drive is needed</u>	
6. Two (2) sets of <b><u>SIGNED and SEALED PLANS</u></b> to include:	
<u>&gt; Site Plan</u>	
<u>&gt; Structural and Architectural drawings showing use type of all areas</u>	
<u>&gt; Structural calculations</u>	
<u>&gt; Electrical plans indicating locations of all exit and means of egress lighting</u>	
<u>&gt; Plumbing plans</u>	
<u>&gt; Mechanical plans</u>	
7. <u>All appropriate wall, floor and foundation sections</u>	
8. <u>Complete door schedule with catalog cuts for all doors and hardware, including locksets</u>	
9. <u>Complete window and glazing schedule</u>	
10. <u>List all rated assemblies (including a diagram of assembly and design number)</u>	
11. <u>Details showing all accessibility requirements</u>	
12. <u>List of all design loads for the building</u>	
13. <u>Statement indicating shop drawings must be submitted for all fire protection systems</u>	
14. <u>Complete information for all special occupancy requirements</u>	
15. <u>Complete specifications</u>	
16. <u>Complete interior finish schedule with flame spread ratings</u>	
17. <u>Soil boring test</u>	
18. <u>Energy code calculations (ASHRAE 90A-1980 and 90B-1975)</u>	