

AURELIUS TOWNSHIP 1939 S. AURELIUS ROAD, MASON MI 48854

PROCEDURES TO BE FOLLOWED TO SECURE A POLE BARN, GARAGE PERMIT, SHED OR ACCESSORY BUILDING:

- Step 1. Apply for and secure a culvert permit (for driveway, if not already established) from the Ingham County Road Department (ICRD), 301 Bush Street, Mason, MI 48854. Phone: 676-9722.
- Step 2. For site approval, stake out the building on the lot and furnish copy of site plan to the Aurelius Township Office, 1939 S. Aurelius Road, Mason, MI, Phone 628-2093. Zoning Administrator will provide site approval to the township.
- Step 3. Apply for and secure a **SOIL EROSION WAIVER** from the Ingham County Drain Commissioner's office. Form can be returned by e-mail to jlynn@ingham.org or by mail to P.O. Box 2020, 707 Buhl Street, Mason, MI 48854.

BUILDING REQUIREMENTS:

All Pole Barns and Garages that are not attached shall be located **even with or behind the house**.

All buildings must be 83' from the center of the road.

Principle Garage: Side yard must be 20' from lot line, and 35' from rear yard line.

No accessory building which is not attached, and made structurally a part of the principal building shall be closer than (10) feet to any other structure on the lot.

Accessory Building: Building must be at least 10' from side lot line, and 10' from rear yard line. All accessory buildings must be in line with or behind the front line of the main dwelling unit.

A drawing of the building must be submitted with the application, showing foundation lay out (pole or frame) and a drawing showing size of material used and door and window location.

If housing animals, feed or manure, building must be 50' from side yard line, and 50' from rear yard.

AGRICULTURAL: Buildings for Agricultural use are required to have a site inspection and plans submitted only. Electrical, Mechanical, and Plumbing permits are required as needed.

Step 4. Present to the Township Office:

1. A completed Building Permit Application Packet.
2. A Culvert Permit and receipt for payment from ICRD (if applicable).
3. A copy of the builder's license.
4. A copy of the legal description of the lot and proof of purchase of land.

Step 5. When all the above have been satisfactorily completed, a building permit may be secured at the Aurelius Township Hall, 1939 S. Aurelius Road, Mason, between 10:00 a.m. and 3:00 p.m., Tuesday through Friday. Charges will be made as follows:

Garage, either attached or otherwise - \$150.00

Barn---any size - \$150.00

Step 6. A permit, which is also your receipt, should be prominently displayed at the site for the use of the Building Inspector. All inspections will be strictly enforced.

Plan and Building Inspection: Contact Township Office (517) 628-2093

AN ADDITIONAL \$50 FEE WILL BE CHARGED FOR REQUESTED INSPECTIONS THAT CANNOT BE COMPLETED.

Update: 09022021

**AURELIUS TOWNSHIP
517-628-2093**

APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

All permit applications must be accompanied by detailed construction and site plans. Multi-Family and all Commercial plans must be signed and sealed by a State of Michigan, Registered Architect, or Engineer.

APPLICANT TO COMPLETE PAGES 1 THROUGH 3

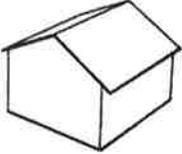
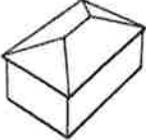
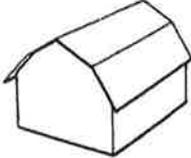
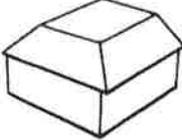
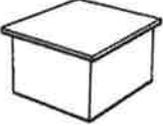
I. LOCATION OF BUILDING				
STREET ADDRESS OF CONSTRUCTION:				
CITY	ZIP	AURELIUS TOWNSHIP	INGHAM COUNTY	
II. IDENTIFICATION				
A. OWNER OR LESSEE				
NAME		ADDRESS		
CITY	STATE	ZIP	PHONE	
EMAIL ADDRESS				
B. ARCHITECT OR ENGINEER				
NAME		ADDRESS		
CITY	STATE	ZIP	PHONE	
LICENSE NUMBER		EXPIRATION DATE		
C. CONTRACTOR				
NAME		ADDRESS		
CITY	STATE	ZIP	PHONE	
FAX NUMBER		EMAIL ADDRESS		
LICENSE NUMBER		EXPIRATION DATE		
FEDERAL EMPLOYER ID NO OR REASON FOR EXEMPTION				
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION				
MESC EMPLOYER NO OR REASON FOR EXEMPTION				
III. TYPE OF IMPROVEMENT				
A. DESCRIBE IMPROVEMENT				
<input type="checkbox"/> New building	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Repair	<input type="checkbox"/> Wrecking
<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Foundation only	<input type="checkbox"/> Pre-manufacture	<input type="checkbox"/> Relocation	<input type="checkbox"/> Fence
<input type="checkbox"/> Pool	<input type="checkbox"/> Shed	<input type="checkbox"/> Deck	<input type="checkbox"/> Other	

IV. PROPOSED USE OF BUILDING				
A. RESIDENTIAL				
<input type="checkbox"/> One Family <input type="checkbox"/> Two or More Family No. Of units _____		<input type="checkbox"/> Hotel, Motel No. Of units _____ <input type="checkbox"/> Other Use _____		<input type="checkbox"/> Attached Garage <input type="checkbox"/> Detached Garage
B. NON-RESIDENTIAL				
<input type="checkbox"/> Amusement <input type="checkbox"/> Parking Garage <input type="checkbox"/> Office, Bank, Professional <input type="checkbox"/> Store, Mercantile		<input type="checkbox"/> Church, Religious <input type="checkbox"/> Service Station <input type="checkbox"/> Public Utility <input type="checkbox"/> Tanks, Towers		<input type="checkbox"/> Industrial <input type="checkbox"/> Hospital, Institutional <input type="checkbox"/> School, Library, Educational <input type="checkbox"/> Other _____
NONRESIDENTIAL - Describe in detail proposed use of building, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing is being changed, enter proposed use.				
V. SELECTED CHARACTERISTICS				
A. PRINCIPAL TYPE OF FRAME				
<input type="checkbox"/> Masonry, Wall Bearing <input type="checkbox"/> Reinforced Concrete		<input type="checkbox"/> Wood Frame <input type="checkbox"/> Structured Steel		<input type="checkbox"/> Other Type _____
B. PRINCIPAL TYPE OF HEATING FUEL				
<input type="checkbox"/> Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> Electricity	<input type="checkbox"/> Coal	<input type="checkbox"/> Other Type _____
C. TYPE OF SEWAGE DISPOSAL				
SEWER CONTRACTOR _____		<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Septic System		
TYPE OF WATER SUPPLY				
WATER CONTRACTOR _____		<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Private Well		
E. MECHANICAL				
MECHANICAL CONTRACTOR _____				
<input type="checkbox"/> AIR CONDITIONING		<input type="checkbox"/> ELEVATOR		
F. ELECTRICAL CONTRACTOR _____				
G. PLUMBING CONTRACTOR _____				
H. DIMENSIONS				
Total Floor Area (square feet) _____ Floor Area: 1 st & 2 nd floor _____ 3 rd - 10 th floor _____ 11 th - above floor _____		Total Land Area (square feet) _____ Number of Stories _____ Total Height _____		
I. NUMBER OF OFF-STREET PARKING SPACES				
Total Spaces Enclosed _____ Total Spaces Per Residential Unit _____		Total Spaces Outdoors _____ Handicapped Parking _____		

**AURELIUS TOWNSHIP
BUILDING INFORMATION AND ASSESSING WORKSHEET**

NAME			DATE			PERMIT NUMBER		
ADDRESS								
PARCEL NUMBER			PHONE NUMBER					
TYPE		3. ROOF				10. FLOOR SUPPORT		
Single Family		Gable		Gambrel		Hip		
Other		Mansard		Flat		Joists " X " " O.c		
Wood Frame		Eavestrough				Unsupported Length Ft		
Year Built		Remodeled		Asphalt Shingles		Steel Roof		
Number of Rooms		Insulation				Sill Plate Yes No		
Basement		Chimney type				Center Support		
1st Floor		Overhang		Front/Other		Size		
2nd Floor		4. INTERIOR				11. HEATING AND AIR CONDITIONING		
Baths		Drywall		Plaster		Paneled		
Total Bedrooms		Trim and Decoration				Central Air Conditioning		
1. EXTERIOR		Ex-ordinary		Ordinary		Minimum		
Wood, Shingle		Doors		Solid		Hardcore		
Aluminum, Vinyl		5. FLOORS (Indicate Type of Floor)				12. Electric		
Brick		Kitchen Floor		Other Floors		Amps Service		
Block		6. CEILINGS				13. Plumbing		
Stone		Drywall		Plaster		Tile		
Insulation		Suspended		Other		Number baths		
2. WINDOWS		7. EXCAVATION				Ceramic Tile		
Many		Large		Basement sf		Crawl Space sf		Floor
Average		Average		Slab sf		Height to joists ft		Wainscot
Few		Small		8. BASEMENT				tub alcove
Wood Sash		Block		Poured		Wood		exhaust fan
Metal Sash		9. BASEMENT FINISH				extra stool		
Vinyl Sash		Wall Finish				separate shower		
Double Hung		Floor Finish				fiberglass bath unit		
Horizontal Sliding		Ceiling Finish				water softener		
Casement		Walkout				owned		
Double Glass		Insulation				leased		
Storms and Screens		14. WATER AND SEWER				gallons		
Patio Doors		Well				septic		gas
		mound system				gallons		
		15. BUILT-IN ITEMS				oven		
		Ceiling				range		microwave
		Walkout				intercom		dishwasher
		Insulation				cen vacuum		wood stove
						hood/fan vented		compactor
						Chimney		1 sty.
								2 sty.
						Fireplace		Foundation
								Pre-Fab
ESTIMATED COST:								Free Stand
								Hearth

**AURELIUS TOWNSHIP
BUILDING INFORMATION AND ASSESSING WORKSHEET**

				PERMIT #	
NAME:				DATE	
ADDRESS				PHONE	
CITY			STATE		ZIP
PARCEL NUMBER					
POLE BARN		SHEDS		EXTERIOR	
Size: _____	by _____	Size: _____	by _____	Wood	
Concrete Approach		Wood Frame		Aluminum	
Finished		Metal Prefab		Vinyl	
Insulated		Other		Other	
ROOF					
					
GABLE	HIP	GAMBREL	MANSARD	FLAT	
		WINDOWS	SIZE	GARAGE/CARPORT	
Eavestrough		Many	Large	Size _____ by _____	
Asphalt Shingles		Average	Average	Year Built _____	
Other		Few	Small	Attached or Separate	
Insulation		Wood Sash		Doors	
Overhang		Metal Sash		Automatic Doors	
PORCHES/DECKS		Vinyl Sash		Common Wall	
Width		Double Hung		Wall Finish	
Depth		Casement		Ceiling	
Type		Storms and Screens		Concrete Approach	
Covered?		Patio Doors		Size _____ by _____	
PORCHES/DECKS		PORCHES/DECKS		SIZE EST COST	
Width		Width			
Depth		Depth			
Type		Type			
Covered?		Covered?			

**AURELIUS TOWNSHIP
SITE OR PLOT PLAN**

N	
W	E
S	

APPLICANT INFORMATION

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information.

NAME	TELEPHONE NUMBER
ADDRESS	
CITY	STATE ZIP
FEDERAL I.D. NO.	

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the State Construction Code Act of 1972, Act no. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

TOTAL COST OF IMPROVEMENT \$ _____

SIGNATURE OF APPLICANT _____ DATE _____

**BUILDING PERMIT
LOT AND DWELLING STANDARDS**

1. **MINIMUM LOT AREA:** No building or structure shall be established on any parcel less than two (2) acres in area.
2. **MINIMUM LOT WIDTH:** The minimum lot width shall be one hundred and sixty five (165) feet having principal frontage on a street.
3. **MAXIMUM LOT COVERAGE:** The maximum lot coverage shall not exceed twenty-five (25) percent.
4. **YARD AND SETBACK REQUIREMENTS:**
 - i. **Front Yard:** Eighty-three (83) feet from the centerline of a public street or roadway.
 - ii. **Side Yard:** Twenty (20) feet except in the case of a corner lot where the side yard on a public street side shall not be less than the setback required for the front yard.
 - iii. **Rear Yard:** Thirty-five (35) feet.
 - iv. In any case, no structure housing livestock, or for storage of feed or manure shall be located any closer than 50 feet to a lot line.

DWELLING STANDARDS: Any building, mobile home, pre-manufactured unit or single titled unit which is designed and used exclusively for residential purposes and placed on private property must meet the following standards:

1. **MAXIMUM HEIGHT REQUIREMENTS:**
 - a. For dwelling and non-farm structures, height shall not exceed thirty-five (35) feet
 - b. For general and specialized farm buildings and structures, height shall not exceed ninety-five (95) feet.
2. **MINIMUM BUILDING FLOOR AREA:**
 - a. No residential dwelling unit shall have less than one thousand (1000) square feet of floor area, exclusive of garages or basements.
3. **ROOF PITCH AND OVERHANG:**
 - a. Minimum roof pitch of 4/12.
 - b. Minimum overhang of twelve (12) inches.
4. **REMOVAL DEVICES:**
 - a. Wheels, blocks, skids, jacks, undercarriages, or towing mechanism must be removed or otherwise concealed from view by skirting.
5. **FOUNDATIONS:**
 - a. All structures shall be placed and secured on a permanent forty-two (42) inch frost free foundation. All anchorage devices shall cover an area not less than the perimeter of the structure and be constructed in accordance with applicable building code regulations.
6. **MINIMUM BUILDING FLOOR AREA:** No residential dwelling unit shall have less than one thousand (1000) square feet of floor area, exclusive of garages or basements. (ord. no 11 rev. eff. July 20, 1980: amend. By ord. No. 19 eff. August 19, 1981 further amend. May, 1984: amend. eff. March 2, 1994).

Sec. 16-243. Supplementary use regulations.

Authorized accessory buildings may be erected as a part of the principal building or may be connected to it by a roofed over porch, patio, breeze way, or similar structure, or may be completely detached. If attached to the principal building, an accessory building shall be made structurally a part of it, and shall comply in all respects with the requirements applicable to the principal building. An accessory building not attached and not made a part of the principal building shall not be nearer than ten feet from any other structure on the same lot.

- (1) *Accessory uses; garages.* The structural space which is permissible in residential districts for motor vehicle storage and for incidental space as accessory to an authorized use, shall not exceed the following:
 - a. Space in a garage accessory to a multiple family unit or a motel shall not be rented out except to occupants of the principal dwelling.
 - b. An accessory building shall not occupy more than 30 percent of the area of any required rear yard.
- (2) *Accessory buildings.* Setbacks from lot lines:
 - a. *Front yard setback.* No accessory building shall project into any front yard.
 - b. *Side and rear yard setback.* In a rear yard or side yard, no accessory building, including detached garages, shall be closer than ten feet to the side or rear lot line.
 - c. *Corner lot.* On a corner lot, no accessory building shall be closer to the side street front lot line than the side yard setback of the principal building on the lot. Where the rear line of a corner lot coincides with the side line of an adjoining lot in a residential district, an accessory building shall not be closer than five feet to the common lot line.

(Ord. No. 39, art. 5, § 5.3, 2-12-2002)

**AURELIUS TOWNSHIP
1939 S. AURELIUS ROAD
MASON, MI 48854
(517) 628-2093**

Property Line Verification

I certify that the location of the property line is true and correct as identified to the Zoning Administrator.

If the location of the property line is incorrect, I am responsible for identifying the property line and moving the building if necessary.

Signature of property owner

Print name of property owner

Address

City

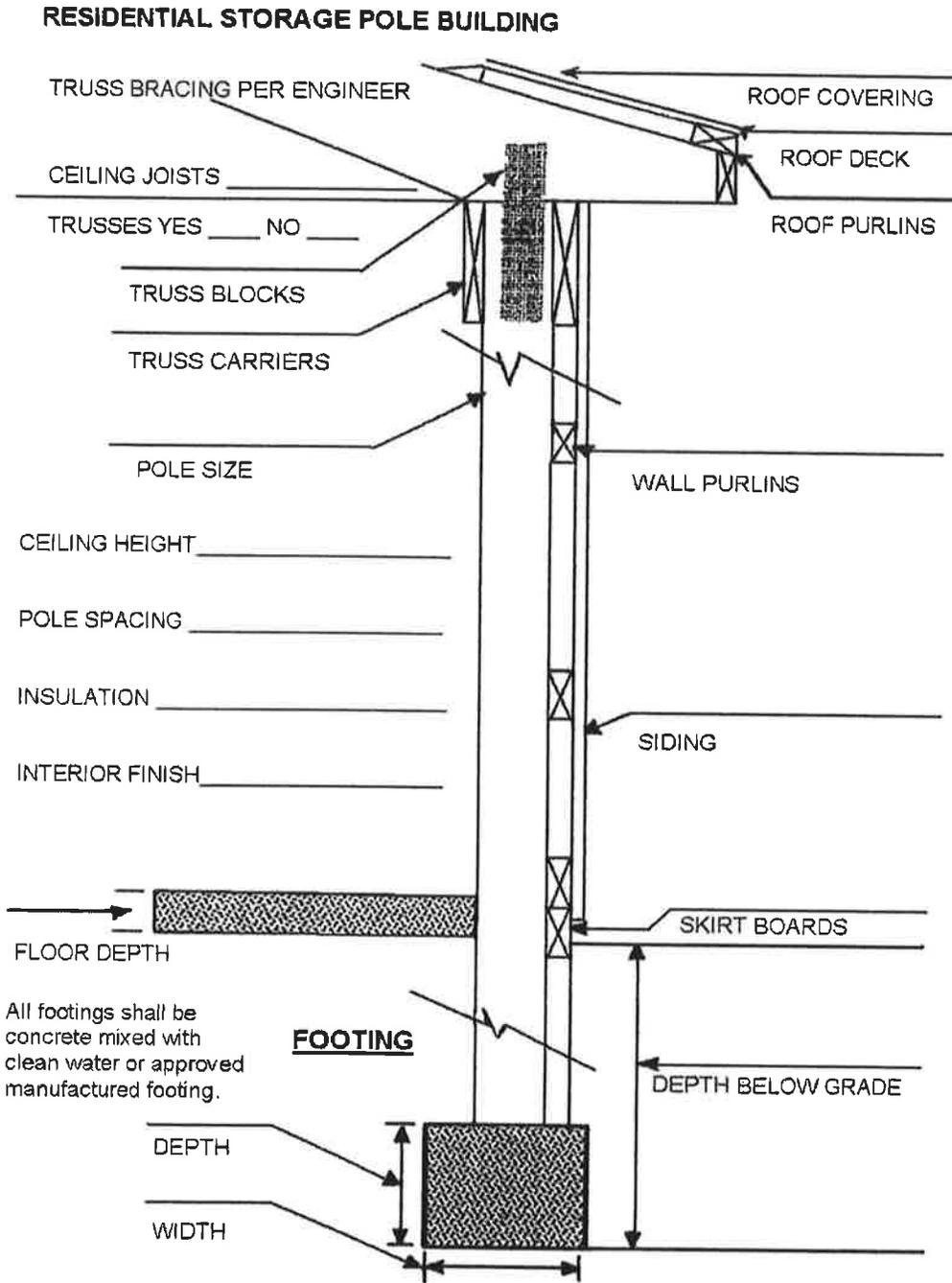
State

ZIP

Date

Permit # _____

THIS PAGE MUST BE COMPLETED AND INCLUDED IN PACKET TO RETURN TO THE TOWNSHIP



FOOTING REQUIREMENTS

- HOLES HAVE TO BE AT LEAST 42” DEEP.

- 4 X 4 POST HAS TO BE A MINIMUM OF 12” DIAMETER HOLE, OR SEE ATTACHMENT FOR FOOTING SIZES.

- 4 X 6 HAS TO BE A MINIMUM OF 16” DIAMETER HOLE, OR SEE ATTACHMENT FOR FOOTING SIZES.

FOOTING SIZES FOR POLE BUILDINGS: THIS IS FOR 3000# PER SQUARE FOOT SOIL CAPACITY

WIDTH OF BUILDING	POLE SPACING FOR SINGLE STORY BUILDING						
	4 FEET	6 FEET	8 FEET	10 FEET	12 FEET	14 FEET	16 FEET
16 FEET	6"X12"	6"X12"	6"X14"	6"X14"	8"X16"	8"X18"	8"X18"
20 FEET	6"X12"	6"X12"	6"X14"	8"X16"	8"X18"	10"X20"	10"X20"
24 FEET	6"X12"	8"X16"	8"X16"	8"X18"	10"X20"	10"X22"	10"X22"
28 FEET	6"X12"	8"X16"	8"X18"	10"X20"	10"X22"	10"X22"	12"X24"
32 FEET	6"X12"	8"X16"	8"X18"	10"X20"	10"X22"	12"X24"	12"X26"
36 FEET	6"X12"	8"X18"	10"X20"	10"X22"	12"X24"	12"X26"	12"X28"
40 FEET	6"X14"	8"X18"	10"X20"	12"X24"	12"X26"	12"X28"	12"X28"
44 FEET	8"X16"	8"X18"	10"X22"	12"X24"	12"X26"	12"X28"	14"X30"
48 FEET	8"X16"	10"X20"	10"X22"	12"X26"	12"X28"	14"X30"	14"X32"
52 FEET	8"X16"	10"X20"	12"X24"	12"X26"	12"X28"	14"X30"	14"X32"
56 FEET	8"X18"	10"X22"	12"X24"	12"X28"	14"X30"	14"X32"	16"X34"
60 FEET	8"X18"	10"X22"	12"X26"	12"X28"	14"X30"	16"X34"	16"X36"
64 FEET	8"X18"	10"X22"	12"X26"	12"X28"	14"X32"	16"X34"	16"X36"

FOOTING CONCRETE:

FOOTING SIZE	APPROXIMATE NUMBER OF REDI-MIX BAGS OF CONCRETE*	
	80# BAGS	50# BAGS
6"X12"	¾ BAG	1 BAG
6"X14"	1 BAG	1½ BAGS
8"X16"	1½ BAGS	2½ BAGS
8"X18"	2 BAGS	3 BAGS
10"X20"	2¾ BAGS	4½ BAGS
10"X22"	3½ BAGS	5½ BAGS
12"X24"	4½ BAGS	7½ BAGS
12"X26"	5½ BAGS	9 BAGS
12"X28"	6½ BAGS	10½ BAGS
14"X30"	8½ BAGS	14 BAGS
14"X32"	10 BAGS	15½ BAGS
16"X34"	12½ BAGS	20½ BAGS
16"X36"	14½ BAGS	23 BAGS

*Above numbers are rounded to nearest ½ bag. 1½ - 80 pound bags or 2½ - 50 pound bags equal approximately 1 cubic foot of mixed concrete based on information provided by QUIKRETE® Concrete Supply Company.

^A3-2"X10" MAY BE USED INSTEAD OF 2-2"X12"
^B4-2"X8" MAY BE USED INSTEAD OF 3-2"X10"
^C4-2"X10" MAY BE USED INSTEAD OF 3-2"X12"

CARRIER SIZES FOR POLE BUILDINGS: THIS IS FOR SPRUCE-PINE-FIR #2 OR BETTER

WIDTH OF BUILDING	POLE SPACING FOR SINGLE STORY BUILDING						
	4 FEET	6 FEET	8 FEET	10 FEET	12 FEET	14 FEET	16 FEET
16 FEET	2-2"X4"	2-2"X6"	2-2"X8"	2-2"X10"	2-2"X12" ^A	3-2"X12" ^C	3-2"X12" ^C
20 FEET	2-2"X6"	2-2"X8"	2-2"X8"	2-2"X10"	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"
24 FEET	2-2"X6"	2-2"X8"	2-2"X10"	2-2"X10"	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"
28 FEET	2-2"X8"	2-2"X10"	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"		
32 FEET	2-2"X8"	2-2"X12" ^A	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"		
36 FEET	2-2"X8"	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"	4-2"X12"		
40 FEET	2-2"X10"	3-2"X10" ^B	3-2"X12" ^C	4-2"X12"			
44 FEET	2-2"X10"	3-2"X10" ^B	4-2"X10"	4-2"X12"			
48 FEET	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"				
52 FEET	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"				
56 FEET	2-2"X12" ^A	3-2"X12" ^C	4-2"X12"				
60 FEET	3-2"X10" ^B	4-2"X10"					
64 FEET	3-2"X10" ^B	4-2"X10"					

MUST BE ENGINEERED

BUILDING DIMENSIONS AND DOOR AND WINDOW OPENING LOCATIONS:

PLEASE DRAW IN ALL DOORS AND WINDOW, SHOW SIZES, AND WRITE IN THE DIMENSIONS OF THE BUILDING

FEET

Effective Date: 09-Mar-2011

**TABLE R302.6
DWELLING-GARAGE SEPARATION**

SEPARATION	MATERIAL
From the residence and attics	Not less than 1/2-inch gypsum board or equivalent applied to the garage side
From habitable rooms above the garage	Not less than 5/8-inch Type X gypsum board or equivalent
Structure(s) supporting floor/ceiling assemblies used for separation required by this section	Not less than 1/2-inch gypsum board or equivalent
Garages located less than 3 feet from a dwelling unit on the same lot	Not less than 1/2-inch gypsum board or equivalent applied to the interior side of exterior walls that are within this area

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm.

2015 MICHIGAN RESIDENTIAL CODE