

**Tecumseh Township**  
**Department of Building Safety**  
**Permit Application Requirements**

For single family homes less than 3,500 square feet with no finished basement:

**1. Submit the Application with Fee along with two (2) plans that show the following information**

- 1.1. Discuss Zoning requirements with Zoning Administrator.
- 1.2. Foundation detail – Size of footer, height of foundation wall, and material wall is being constructed of (i.e. concrete, masonry, foam blocks, or wood). Also, include a description and detail of how you are going to handle the radon system installation under the basement slab.
- 1.3. Roof and wall section showing construction details including species, size, and grade of lumber being used. Also, if pre-engineered structural members are being used a copy of the manufactures installation requirements
- 1.4. Building elevations.
- 1.5. Window and door schedule.
- 1.6. Site plan showing the location of the proposed structure on the lot and any other proposed structures with dimensions to all lot lines. **Note:** Call the Marshall Electric Utility to spot the location of the service entry into the building.

**2. Required inspections.**

- 2.1. Footing after the footers are formed up.
- 2.2. Back fill after the pea stone and drain tile is in place.
- 2.3. Interior slab for basements and garages – Need to have vapor barrier installed, drain tile with sock or filter fabric, and sub-base material.
- 2.4. Rough after all the other trades have completed their installation (i.e. mechanical, electrical, and plumbing).
- 2.5. Masonry flashing before the brick veneer is installed.
- 2.6. Insulation.
- 2.7. Final for Certificate of Occupancy
  - 2.7.1. Building final after all the other trades have been approved.
  - 2.7.2. Certification from the insulator using form on (web site) submitted with the manufacture specification on cover located on back of bag.

**3. Other Requirements and Information**

- 3.1. Install the piping for a passive RADON system between the basement and attic, and label it the same (Calhoun County is a Zone 1).
- 3.2. Attached garages need a vapor barrier also and the slab shall pitch towards the garage door.

**Disclaimer:** These are the general requirements for more specific information regarding your project please call the Building Department as the applicant is responsible for meeting all local zoning and building code requirements. It is highly suggested that you purchase a Michigan Residential Building Code from the State of Michigan. This book contains all the necessary information for building a home in Michigan. Application forms are located at the Consumer and Industry Services web site.