



Demo Permit Application

Permit application instructions on reverse side of this form

1725 Territorial Road
Benton Harbor, MI 49022

Loyall Bennett, Building Official
Caleb O'Toole, Building Inspector
Electrical Inspector Ken Simpson at (269) 471-5869
Mechanical Inspector Ken M. Jewell at (269) 287-0425
Plumbing Inspector John Maier at (269) 519-8820

Tel: (269) 925-7284
Fax: (269) 925-7134

Zoning of Property: (township use)	Property ID #: 11-03- (township use)	Authority: P.A. 230 of 1972, as amended Completion of app is mandatory to obtain permit Penalty: Permit cannot be issued	
Estimated value of construction proposed:	Estimated start date of construction:	Permit fee: \$30	Plan review fee: none
PERMIT NUMBER (when issued, Twp use)	<input type="checkbox"/> Paid (Receipt Number) (township use)	Permit fees based on 1997 UBC fee schedule: call for fees.	Office use:

Please Make Checks Payable To: Benton Charter Township

A: Other permits or information being provided by applicant: (represents also what may be required)

Driveway (BCRC) permit:	Soil Erosion permit:	Septic Permit:	Zoning compliance or planning:	Site plan:	DEQ:	Plumbing: Inspector John Maier	Mechanical: Inspector Ken M. Jewell	Electrical: Inspector Ken Simpson
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I. JOB LOCATION / OWNER:

Building Department should attach county sheet to verify information.

Owner of property work is being done for:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required			Is a drawing available for this project?	
Job location street address (Street number and street name)	City	State	Zip		
	Benton Harbor	Michigan	49022		

II. CONTRACTOR / APPLICANT INFORMATION

Check one below: <input type="checkbox"/> Homeowner <input type="checkbox"/> Contractor	Name of Contractor/Homeowner	MI Contractor License #	Expiration Date
Address (St No. and Name) of applicant:	City	State	Zip Code
Telephone number	Fax number	Cell number	Federal Employer ID Number (or reason for exemption)
Email address: (PRINT CLEARLY)	Worker's Compensation Insurance Carrier (or reason for exemption)	MESCC Employer Number (reason for exemption)	

If a contractor will be doing the work, workman's comp insurance certificate will be required to be submitted with this application.

III. DESIGN PROFESSIONAL INFORMATION

Check one below: <input type="checkbox"/> MI Architect <input type="checkbox"/> MI Prof Engineer <input type="checkbox"/> Home Designer <input type="checkbox"/> MI Surveyor	Name of Professional	Michigan License #	Expiration Date
Address (St No. and Name) of owner/contractor	City	State	Zip Code
Telephone number	Fax number	Cell number	Other information you wish to provide:

Residences > 3500 sq ft habitable space and commercial projects require design professional seal on drawings at time of submittal.

IV. PROJECT DESCRIPTION

Please describe your project here: If work involves new construction and / the enlargement or expansion of an existing building / structure, a site plan and two sets of construction drawings (along with req'd info above) will be required with this application. If needed use reverse side.

"Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, 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 subjected to civil fines."

V. CONTRACTOR PERMIT SIGNATURE.

If homeowner permit, please sign 2x, here and under Homeowner affidavit below

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. I agree to conform to all applicable laws of the State of Michigan (2021 Michigan Building Code, ICC) and Benton Township ordinances. All information submitted on this application is accurate to the best of my knowledge.

Signature of Contractor / Homeowner:	please sign and date:	Date
X		

V. HOMEOWNER AFFIDAVIT AND SIGNATURE.

If homeowner permit, please sign 2x, here and under V. PERMIT SIGNATURE above.

Homeowner Affidavit: I hereby certify the building work described on this application shall be installed by myself in my single family dwelling in which I am occupying or about to occupy. All work shall be installed in accordance with the Michigan Code governing this jurisdiction and shall not be covered up or put into service until it has been inspected and approved by the Building Inspector. I will assume all responsibility for arranging necessary inspections.

Signature of Homeowner:	please sign and date:	Date
X		

NO WORK IS TO TAKE PLACE UNTIL ALLOWED BY BUILDING INSPECTOR.

PLEASE PROVIDE THE FOLLOWING INFORMATION WITH YOUR PERMIT APPLICATION:

1. Demolition permits are issued for the following purposes:
 - To certify utility disconnects (PLEASE ATTACH COMPLETED CERTIFICATE OF UTILITY DISCONNECT)
 - To verify all foundations are out of the ground (PLEASE CALL FOR INSPECTION AT THE APPROPRIATE TIME)
 - To verify location and proper disconnection from Township sewer and water connections.
 - For proper water disconnection, please contact the water department
 - For proper sewer disconnection, please contact the building department or sewer department. Cell phone for Loyall Bennett (269) 486-1431 and Caleb O'Toole (269) 313-4231.
 - To verify proper fill, compaction, removal of all accessory structures, and to approve level of seeding for future mowing purposes.
2. SEWER AND WATER LINE DISCONNECTS ARE TO BE MAPPED ON SCALED DRAWING AND SUBMITTED TO THE BUILDING DEPARTMENT FOR INSERTION INTO THE PROPERTY INFORMATION.
3. ANY FUTURE CONNECTION WILL NEED TO VERIFY LINES FROM THE STRUCTURE TO THE VALVE FOR WATER CONNECTION, AND FROM THE STRUCTURE TO THE MAIN FOR THE SEWER CONNECTION (CAMERA WORK MAY BE REQUIRED).

Detached accessory structures will not be allowed to remain on property without a primary structure in place.

If you are a homeowner, you have the right to do your own work. Please consider the homeowner affidavit and its specific language carefully before you sign it. If you hire someone who is not licensed, and sign as homeowner, you have no recourse in event of liability, workman's comp, failure of the structure, etc. Ask if you don't understand this. You give up the right to file a complaint against the license (residential) of the contractor as recourse in event of fraud or poor work. Again, key phrases: "installed by myself"; "in my own home"; "in which I am living or am about to occupy".

SAFETY IS OF PRIMARY IMPORTANCE. A PLAN FOR THE SAFE REMOVAL OF A BUILDING MAY BE REQUIRED THIS DEPARTMENT DOES NOT ISSUE PERMIT FOR ANY LEAD OR ASBESTOS ABATEMENT.

Please bring information required, with application and fees to the Benton Charter Township Hall. **An application is not complete without fees. Fees may be waived under extraordinary circumstances. The permit will be mailed to you as soon as possible after any outstanding building code issues are resolved.**

"Section 23a of the State Construction Code Act of 1972, PA 230, MCL 125.1523a, 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 subjected to civil fines."

Permit revised date: 6.23.2026