



Livingston County  
Department of Building & Safety Engineering

2300 E. Grand River Avenue, Howell, MI 48843-7580

517.546.3240  
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Commercial Application Requirements

1. Completed permit application.
2. Land Use Permit from your Township, with Tax Code Number and Address of Building Site.
3. Completed addendum for commercial application for plan review.
4. Septic & Well Permit from the Environmental Health Department. 517 546 9858
5. Grading Permit from the Drain Commissioner. 517 546 0040
6. Driveway Permit from the Road Commission. 517 546 4250
7. Two complete sets of signed and sealed plans:
  - Site Plan
  - Structural and Architectural showing type use of all areas
  - Electrical showing location of all exit and means of egress lighting
  - Plumbing
  - Mechanical
8. Signed and sealed structural calculations.
9. All appropriate wall, floor and foundation sections.
10. Complete door schedule with catalog cuts for all doors and hardware including locksets.
11. Complete window and glazing schedule.
12. List of all rated assemblies (including a diagram of assembly and design number).
13. Details showing all accessibility requirements.
14. List of all design loads for the building.
15. Statement indicating shop drawings will be submitted for all fire protection systems.
16. Complete information for all special occupancy requirements.
17. Complete specifications.
18. Complete interior finish schedule with flame spread ratings.
19. Soil boring test.
20. Energy code calculations. (ASHRAE 90A-1980 and 90b-1975)

