



City of Holland  
 270 S. River Ave.  
 Holland, MI 49423  
 P-616.355.1330 / F-616.546.7058  
 Email: [permits@cityofholland.com](mailto:permits@cityofholland.com)  
[cityofholland.com](http://cityofholland.com)

## RESIDENTIAL BUILDING PERMIT APPLICATION

**Required Items:**

- This completed application (incomplete applications will be rejected).
- One (1) set of detailed construction plans drawn to scale.
- One (1) copy of site plan, drawn to scale, showing lot lines, existing buildings.
- One (1) PDF copy of all documents.

**Plan review may be required, and can take up to ten (10) business days. Please plan accordingly.**

**PLEASE TYPE OR PRINT ALL INFORMATION**

OWNER'S NAME:	PHONE NUMBER:	Be prepared to provide your estimate or contract with the homeowner to verify value. Use estimate or cost of materials x 2 for value. For example: \$1000.00 materials cost x2 =\$2000.00. \$2000.00 would be project value.
EMAIL:		PROJECT VALUE: \$
JOB/PROJECT ADDRESS:		Historic District? ____YES____NO
DETAILED DESCRIPTION OF PROPOSED WORK:		

**CONTRACTOR INFORMATION:** Are you registered with the City of Holland? \_\_\_\_YES \_\_\_\_NO\*

COMPANY NAME:		PHONE:	
CONTACT PERSON:		FAX:	
		Email:	
ADDRESS:	CITY:	STATE:	ZIP:
* LICENSE NUMBER:	* EXP. DATE:	* FEDERAL ID#:	
*MESC #.	* WORKERS COMP INS. CARRIER:		

Section 23a of the state construction code, act 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 structure. Violators of section 23a are subject to civil fines.

**Select:** City Water \_\_\_\_ or Private Well \_\_\_\_ City Sewer \_\_\_\_ or Septic \_\_\_\_

**NO WORK IS TO START PRIOR TO ISSUANCE OF BUILDING PERMIT**

(PROJECTS STARTED WITHOUT A PERMIT ARE SUBJECT TO ADMINISTRATIVE FEE \$100 -1<sup>ST</sup> DAY AND \$50.00 PER DAY AFTER THAT)

**I am the owner (or designated agent of the owner) of the above mentioned project and the information on this application is true and correct to the best of my knowledge.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Date