City of Walker
Community Development
4243 Remembrance Rd. NW
Grand Rapids, MI 49534

Phone: (616) 791-6858
Email: cdd@walker.city
Website: www.walker.city

RESIDENTIAL REMODEL PERMIT REQUIREMENTS

STEP 1: SUBMIT ALL REQUIRED DOCUMENTS FOR REVIEW to: cdd@walker.city

☐ BUILDING PERMIT APPLICATION

☐ BUILDING PLANS:

- Provide digital building plans (blueprints) that describe the design, elevations, location, and physical characteristics of your project. Drawings should be to scale.
- Floor plans of all levels with all rooms labeled.
- Footing and foundation plan. The minimum footing depth is 42 inches.
- Location of smoke and carbon monoxide detectors.
- List of material specifications.

☐ SITE PLAN - Plan should include lot lines, existing and proposed structures, setbacks, easements, and dimensions. A survey may be required depending on property lay out.

☐ TRUSS DRAWINGS - Required for new roof on an addition. Roof loading data sheet (attached) may be used until truss drawings are obtained from engineer.

☐ EGRESS WINDOW - All above items are required plus you must include location of safety glazing and a typical wall section showing wall bracing and sheathing thickness. See sample plan attached.

☐ ENERGY COMPLIANCE FORM (attached) - Required for basement finish, additions, sunroom, etc. Schedule J & S. Performance based compliance report (ex. ResCheck) may be used in place of form.

☐ KENT COUNTY ENVIRONMENTAL HEALTH REVIEW FORM - (required only if footprint changing) Required for properties with well and/or septic. Complete and send to KCHD email address on form.

☐ SOIL EROSION / STORMWATER PERMIT - May be required if the project is one acre or greater, within 500' of a lake or stream, or if the project is adding impervious surface. Contact Engineering Dept: 616-791-6327 or visit our website www.walker.city to verify permit requirements.

☐ MISS DIG - If you are excavating, you are required to contact MISS DIG at 811 or 800-428-7171 at least 3 full working days before excavation to ensure that the constructino does not interfere with underground utility lines.

STEP 2: PERMIT ISSUANCE. PAYMENT FOR THE PERMIT WILL BE COLLECTED WHEN THE PERMIT IS APPROVED. THE COST IS BASED ON PROJECT VALUE INCLUDING MATERIALS AND LABOR PLUS THE ZONING REVIEW FEE.

STEP 3: INSPECTION REQUIREMENTS

- **Foundation (walls and/or footings) inspection** is scheduled prior to backfill, after drain tile, stone, and damp proofing is installed.
- **Rough-in (structural framing) & Exterior Envelope/House Wrap inspection** is scheduled after all required electrical, mechanical, and plumbing rough-in inspections have been performed. Truss data for floor and/or roof is required on site.
- **Final inspection** is scheduled when all work is completed and electrical, mechanical, and plumbing final inspections have been approved.

STEP 4: OBTAIN CERTIFICATE OF USE AND OCCUPANCY: A Certificate of Occupancy will be issued once all final inspections have been approved and any outstanding zoning requirements have been met.

This information presented in this guide is intended to help you with your project.
Each project may have additional requirements. If you have any questions, please contact us.

CITY OF WALKER
ROOF LOADING DATA SHEET

Authority: 1972 PA 230

Completion: This form is to be completed and given to the building official with the application for plan review and building permit. The applicant shall give a copy of the completed form to the truss manufacturer.

Jurisdictional information should be included in this space	
Township	County
N/A	**KENT**

Applicant's Name: _____ Phone Number: _____

Applicant Address: _____

City: _____ State _____ Zip: _____

Applicant's Signature: _____ Date: _____

Job Location: _____

Where prescriptive design is used, the ground snow load, P_g, from Table R301.2(1) shall be used as the design roof snow except, where section r802.10.2.1 applies the design roof snow load shall be $.7P_g$. Additional unbalanced loads for drifting across the ridge are not required. Where engineered design is used, this form is to be completed by the permit applicant or design professional. The flat roof snow load, Pf is defined as: $Pf=.7P_g(Ce)(Ct)(I)$. For factors Ce, Ct, and I, place and "X" in the appropriate box below that best describes the structure and the particular jobsite and substitute the corresponding values in the formula above. The result is the flat roof snow load and is applied as the truss top chord live load, TCLL1. All live loads and snow loads, including unbalanced loads and minimum loads, are to be applied per ASCE 7, chapters 4 and 7 and this code.

Ground Exposure, P_g=	From Figure R301.2(5) MRC or Figure 1608.2 MBC

Exposure Factor, C_e

	Exposure	Fully Exposed[1]		Partially Exposed[2]		Sheltered[3]	
A	Large City enter with at least 1/2 of the building exceeding 70ft.						
B	Urban and suburban areas, wooded areas or other terrain with numerous closely spaced obstructions having the size of single-family dwellings or larger.						
C	Open Terrain with scattered obstructions having heights generally less than 30ft. (flat open country, grasslands and all water surgaces in hurricane-prone regions).						
D	Flat unobstructed areas exposed to wind flowing over open water for a distance of at least 1 mile. (i.e. Great Lakes.)						

Mark only one of the 9 boxes under the exposure factor with an "X" in grayed out boxes.

[1]Fully exposed: Roofs exposed on all sides with no shelter by terrain, higher structures, or trees.

[2]Partially Exposed: All roofs except those designated as "fully exposed" or "sheltered."

[3]Sheltered: Roofs located tight among conifers that qualify as obstructions.

Thermal Factor C_t

Thermal Condition[4]		
All structures except as listed below		
Structures kept just above freezing and those with cold, ventilated roofs with an R factor of 25 or greater between the ventilated and heated spaces, such as attics.		
Unheated structures and those intentionally kept below freezing, such as seasonal building or storage buildings.		
Continuously heated greenhouse with a roof R Value less than 2 and having a interior temperature maintained at about 50 degrees 3 ft. above the floor during winter months and a temperature alarm system or an attendant to warn of a heating failure.		

Mark only 1 of the 4 boxes under the Thermal Factor with an "X"

[4]These conditions shall be representative of the anticipated conditions during winter months for the life of the structure.

Importance Factor

Category			
I	Building and other structures representing low hazard to human life, i.e.; Agricultural, Temporary, and Minor Storage Facilities		
II	All buildings except those listed in Categories III and IV.		
III	Building and other structures representing substantial hazard to human life in the event of failure.		
IV	Buildings and other structures designated as essential facilities.		

Mark only 1 of the 4 boxes under the Importance Factor with an "X"

Note: All roof trusses have additional live (storage) loads applied to the bottom chord where required per Table R301.5.

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COMMUNITY DEVELOPMENT DEPARTMENT
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2015 Michigan Energy Code -- Compliance Worksheet

Builder: _____ Job Address: _____

Check the method of compliance. (Provide additional documents for methods 2 and 3)

1. ☐ Building Envelope: (R-value prescriptive – complete form)

	Type of Insulation	R-Value	Required R-Value
Wall Assembly			R-20 or 13 + 5
Fenestrations			R-3.125 (U=.32)
Roof / Ceiling			R-38
Floors over unconditioned spaces			R-30
Slabs on grade			R-10, 2 ft
Crawl space walls			R-15/ 19
Basement walls – cavity Basement walls - continuous			R-13 R-10

2. ☐ Total UA alternative (must meet ASHRAE fundamentals)

3. ☐ Performance-based compliance- ex: ResCheck (must meet mandatory requirements)

Please note some of the mandatory requirements: (for all requirements see the 2015 MRC -Chapter 11)

1. A permanent certificate listing the installed R and U values must be applied to the electrical panel.
2. The building thermal envelope shall be sealed to limit infiltration. This must be completed prior to the insulation. A blower door test of less than 4 ACH is required.
3. Duct leakage test is required where located outside the thermal envelope.
4. A minimum of 75% of lamps in fixtures must be high efficiency.

Builder: _____ Date: _____

City of WALKER

EGRESS WINDOW AND BASEMENT FLOOR PLAN

Sample Floor Plan