

NOTICE REGARDING PERMITS FROM THE BUILDING DEPARTMENT

Thank you for being a valuable partner in our efforts to combat the spread of coronavirus (COVID-19). Following the announcement of the state's first presumptive positive cases of COVID-19, Gov. Gretchen Whitmer and the Michigan Department of Health and Human Services (MDHHS) are providing recommendations designed to help prevent the spread of the virus.

These recommendations apply at the individual, organizational, and community levels. They apply to businesses, workplaces, schools, community organizations, health care institutions, and individuals of all ages, backgrounds, and health profiles; everyone has an important role to play. Please take a moment to [review the Interim Recommendations to Mitigate the Spread of COVID-19 \(March 11, 2020\)](#).

Information about this outbreak is changing rapidly. You can stay informed by regularly visiting [Michigan.gov/Coronavirus](https://www.michigan.gov/Coronavirus) and [CDC.gov/Coronavirus](https://www.cdc.gov/Coronavirus).

Due to the necessity of combating the spread of COVID-19, the Kochville Township Building Department is asking that ALL applications for permits from the department be sent into the Township via email or by the Postal Service.

Applications are available on our web site at https://www.kochvilletwp.com/departments/building_department/index.php

Permit applications can be filled out online and saved as a PDF file on most computers and then emailed to building@kochvilletwp.com. You can call the building department for the required fees associated with those permits or find them on our web site as well. If you cannot email your information and the application, please send via the postal service or drop it in the front drop box at the office. We will check the box several times a day.

You will also need to supply the following:

- Copy of ID
- Copy of State License (new contractors doing business will need to register with the township before we can issue any permits. The contractor registration form is available under the permits dropdown menu under the building department page.)

We will return to our normal way of business after this crisis has passed. Thank you for your cooperation in helping stop the spread of this virus.

Kochville Township Building Department
989-792-7596 ext 117